




air pollution control district  
SANTA BARBARA COUNTY

Agenda Item: G-1  
Agenda Date: March 18, 2021  
Agenda Placement: Regular  
Estimated Time: 10 minutes  
Continued Item: No

## Board Agenda Item

TO: Air Pollution Control District Board

FROM: Aeron Arlin Genet, Air Pollution Control Officer 

CONTACT: Alex Economou, Air Quality Specialist, (805) 961-8894

SUBJECT: Memorandum of Agreement with Central Coast Clean Cities Coalition (C5)

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### RECOMMENDATION:

Approve and authorize the Chair to execute the attached Memorandum of Agreement (MOA) with C5 in the amount of \$90,000 for the term April 1, 2021 to March 31, 2022.

### BACKGROUND:

#### ***U.S. DOE Clean Cities Program***

The United States Department of Energy (U.S. DOE) Clean Cities program is a network of coalitions throughout the country that promote the use of alternative fuel vehicles and infrastructure. These coalitions work locally to foster the nation's economic, environmental and energy security by advancing affordable, domestic transportation fuels, energy efficient mobility systems, and other fuel-saving technologies and practices. There are close to 100 local coalitions in the nation, and they are comprised of businesses, fuel providers, vehicle fleets, state and local government agencies, and community organizations; more information can be found at [cleancities.energy.gov/about](https://cleancities.energy.gov/about).

#### ***Central Coast Clean Cities Coalition (C5)***

In 2006, C5 received designation from the U.S. DOE as an official Clean Cities coalition and has consistently received annual grant funding to implement key components of its mission ever since. Historically, C5 operated under the non-profit umbrella of Project Clean Air, Inc., and the San Luis Obispo County Air Pollution Control District provided project oversight. The Santa Barbara County Air Pollution Control District (District) has been an active member of C5 for several years, along with many other agency, nonprofit, business, and individual members.

Aeron Arlin Genet, Air Pollution Control Officer

In August 2019, C5 secured its own non-profit status and in November 2020, C5 officially expanded its boundaries to include Santa Barbara County. C5's goals include but are not limited to:

- Inform and educate the public, government, business entities and non-profit organizations on the health, environmental, economic, and other benefits of alternative fuel vehicles and infrastructure;
- Implement educational and training programs, green car shows, and other activities to show the benefits of alternative fuel vehicles and infrastructure, now and into the future; and,
- Engage consumers and other stakeholders, such as businesses, government, and manufacturers in the economic and other financial incentives and outcomes for alternative fuel vehicles and infrastructure.

More information about C5 can be found at: [www.c-5.org](http://www.c-5.org).

In early 2020, the District was requested to provide oversight to the C5 coalition due to its unique position to leverage the resources of many different groups and individuals throughout the Central Coast region to build on the coalition's work and further its goals. In May 2020, the District Board approved a Memorandum of Agreement (MOA) with C5 that recognized the District's lead role in C5 and provided financial support for staff's time devoted to this effort.

## **DISCUSSION:**

### ***Implementing the C5 Program***

After the MOA was approved in May 2020, District staff assumed a lead role in implementing the goals of C5. Due to the COVID-19 pandemic, 2020 was a challenging year for hosting in-person events and conducting outreach, and the District quickly transitioned C5 activities to virtual formats. In the District's first year of leading C5, the coalition hosted several events throughout the year, including a Green Car Show at the Santa Barbara Earth Day Festival, an electric school bus webinar, various online events during National Drive Electric Week, and a renewable natural gas workshop. In addition, the District led C5's efforts to host two alternative fuel vehicle safety trainings for first responders and facilitated two C5 listening sessions with UCSB and Paso Robles Waste & Recycle. The listening sessions were very informative and helped C5 gain valuable feedback about electric fleet vehicles and compressed natural gas refuse trucks, respectively.

During the upcoming U.S. DOE grants cycle C5 will continue to host virtual events, with the goal of returning to in-person events in the future. Building off the previous year, C5 will continue to be engaged in activities to build out the network of alternative fueling infrastructure in Santa Barbara and San Luis Obispo counties and will track and conduct outreach for several incentive programs such as the California Electric Vehicle Infrastructure Project (CALeVIP), which is slated to launch in the tri-county region later this year. Throughout 2021, the District will continue to expand the reach of C5 in Santa Barbara County by launching an awareness campaign, re-starting the C5 newsletter, and conducting a membership drive to engage new stakeholders.

***Memorandum of Agreement***

The attached Memorandum of Agreement (MOA) was developed by C5 and their counsel, in coordination with District staff and counsel. This updated MOA will allow the District to continue its lead role in C5 and would extend the financial support provided to the District for this effort for another year.

**FISCAL IMPACT:**

The District's labor and expenses to conduct C5 activities will be supported through this MOA. The C5 operating budget includes an amount of \$90,000 to cover this expense during the term of the MOA, and that amount is included in the District's proposed budget for Fiscal Year 2021-22.

**ATTACHMENT:**

- A. Memorandum of Agreement, including attachments:
  - 1. U.S. DOE Cooperative Agreement Application Response Information Sheet
  - 2. C5 Statement of Project Objectives
  - 3. C5 Project Management Plan

# ATTACHMENT A

## Memorandum of Agreement with Central Coast Clean Cities Coalition (C5)

March 18, 2021

Santa Barbara County Air Pollution Control District  
Board of Directors

260 San Antonio Road, Suite A  
Santa Barbara, California 93110

## **MEMORANDUM OF AGREEMENT**

This Memorandum of Agreement (Agreement) is made and entered into this 18th day of March, 2021, by and between the SANTA BARBARA COUNTY AIR POLLUTION CONTROL DISTRICT (District) and THE CENTRAL COAST CLEAN CITIES COALITION (C5), a 501[c][3] nonprofit organization registered in the State of California.

### **WITNESSETH**

WHEREAS, emissions from mobile sources represent approximately 43% of ozone precursor emissions [reactive organic compounds (ROC), and oxides of nitrogen (NOX)] and 40% of greenhouse gas emissions in onshore Santa Barbara County. Converting mobile sources to alternative fuels can reduce criteria pollutant, toxics, and greenhouse gas emissions; and,

WHEREAS, the Santa Barbara County Air Pollution Control District (District), is the California public agency responsible for adopting the plans, policies, regulations, grant programs and other measures necessary to attain and maintain federal and state air quality standards and enhance the community by improving air quality through education and outreach activities in Santa Barbara County; and,

WHEREAS, the Central Coast Clean Cities Coalition (C5) and its individual members have forged public/private partnerships to meet the goals of the United States Department of Energy's (U.S. DOE) Clean Cities Program designed to reduce the nation's dependence on foreign oil by diversifying the fuels used in the transportation sector and promoting cleaner more sustainable transportation technologies; and,

WHEREAS, C5's mission is to educate the general public, governmental and business entities as well as aligned non-profit, tax exempt organizations, on the health, environmental, economic and other benefits of alternative fuel vehicles and infrastructure; and,

WHEREAS, C5's work to expand the clean fuel corridors within California by linking large metropolitan areas to the north, south and east of San Luis Obispo and Santa Barbara Counties, is critical to help the State of California reach its greenhouse gas reduction goals; and

WHEREAS, C5 officially received designation by the U.S. Department of Energy (DOE) as a Clean Cities Coalition in 2006 and has been successfully operating under the U.S. DOE Clean Cities Program since that time, receiving grant funds to implement DOE program requirements; and,

WHEREAS, in light of these shared missions and activities, C5 believes its mission is best achieved by having the District provide administrative support to implement and manage grant programs and associated deliverables, including the prospective U.S. DOE 2021 Cooperative Agreement, whose application is included as Attachment I to this Agreement.

**NOW, THEREFORE**, based on their mutual promises, covenants, and conditions, the parties hereby agree as follows:

**1. District Covenants and Obligations**

District agrees to provide the following:

- a. District agrees to provide administrative support to C5 to implement and manage grants under the DOE, state or local programs, outreach activities, special events, and membership activities. To effectuate this support, District will provide the equivalent of one half-time staff position to support C5's mission and goals (District Staff). The District Staff will support both entities' mission for cleaner technologies and improved overall air quality in our region as outlined in the Statement of Project Objectives included as Attachment 2 to this Agreement, including as follows:
  - i. The District Staff will administer all aspects of C5's grant programs that promote alternative fuel vehicles and associated infrastructure; and,
  - ii. The District Staff will participate in the U.S. DOE sponsored training programs; and,
  - iii. The District Staff will coordinate and implement education and outreach programs consistent with all grant requirements and C5's mission; and,
  - iv. The District Staff will provide education and outreach materials to public and private fleets considering alternative fuels and cleaner technologies, including vehicles and infrastructure; and,
  - v. The District Staff will assist the C5 Board with various administrative activities including coordination with bookkeeping and accounting services; and,
  - vi. The District Staff will provide status reports to the C5 Board during regularly scheduled Board meetings and as otherwise requested.
  - vii. The District Staff will complete remaining tasks that are identified in the Performance Management Plan (PMP) included as Attachment 3 to this Agreement, acknowledging that the specific PMP tasks are subject to change.
- b. District agrees to strictly follow the rules enumerated in Title 2, Subtitle A, Chapter II, Part 200, Subpart D of the Code of Federal Regulations (2 C.F.R. §200.300 et. seq.) regarding Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards in all of its actions concerning the administrative support of C5's operations.

## **2. C5 Covenants and Obligations**

C5 agrees to provide the following:

- a. C5 will reimburse the District for services rendered by the District Staff, as defined in section 1 of this Agreement, in the amount of \$90,000 for the term of this Agreement. Reimbursement will be provided on a quarterly basis after all quarterly grant deliverables and reporting requirements have been completed as determined by the C5 Board of Directors; and,
- b. C5 will provide oversight and guidance on all aspects of C5 operation and activities; and,
- c. C5 will provide assurances of lawful and ethical activities in line with C5's mission, Bylaws, and all applicable federal, state and local regulations governing the nonprofit; and,
- d. C5 will ensure that all financial resources and human capital are being used toward fulfilling this dual shared mission of improved air quality; including approval of an annual budget that will cover all aspects of operations; and,
- e. C5 will maintain insurance coverage for C5 and its officers and directors.

## **3. Term**

This Agreement will be in effect from April 1, 2021 through March 31, 2022 unless otherwise terminated pursuant to section 8 of this Agreement.

## **4. Notice**

All notices or other communications between the parties required or permitted by this Agreement or by law to be delivered to, served on, or given to any party to this Agreement by any other party to this Agreement shall be in writing and shall be deemed properly delivered, served, or given when personally delivered to the party to whom it is directed, or in lieu of such personal service, when deposited in the United States mail, first class, postage pre-paid, addressed to:

Santa Barbara County Air Pollution  
Control District

Attn: Aeron Arlin Genet, Air  
Pollution Control Officer  
260 N San Antonio Rd, Suite A  
Santa Barbara, CA 93110-1315

Central Coast Clean Cities Coalition

Attn: Larry R. Allen, San Luis Obispo County Air  
Pollution Control Officer (retired)  
275 Ranchito Lane  
San Luis Obispo, CA 93401

Alternatively, notices or other communications between the parties required or permitted by this Agreement or by law to be delivered to, served on, or given to any party to this Agreement by any other party to this agreement may be provided via e-mail.

## **5. Mutual Indemnification**

District agrees to indemnify, save, hold harmless, and at C5's request, defend C5, its boards, committees, representatives, officers, members, agents, and employees from and against any and all costs and expenses (including reasonable attorneys' fees and litigation costs), damages, liabilities, claims, and losses (whether in contract, tort, or strict liability, including, but not limited to, personal injury, death, and property damage) occurring or resulting to C5 which arise from any negligent or wrongful acts or omissions of District, its officers, agents, subcontractors, or employees in their performance of this Agreement.

C5 agrees to indemnify, save, hold harmless, and at District's request, defend District, its boards, committees, representatives, officers, members, agents, and employees from and against any and all costs and expenses (including reasonable attorneys' fees and litigation costs), damages, liabilities, claims, and losses (whether in contract, tort, or strict liability, including, but not limited to, personal injury, death, and property damage) occurring or resulting to District which arise from any negligent or wrongful acts or omissions of C5, its officers, agents, subcontractors, or employees in their performance of this Agreement.

In conjunction with the foregoing indemnification, the indemnified party shall notify the indemnifying party of any claim, demand or other matter to which the foregoing indemnification obligation would apply and shall give such indemnifying party a reasonable opportunity to defend the same at the expense of the indemnifying with counsel selected by such indemnifying party, but with the indemnified party to participate and cooperate in said defense at no expense or costs.

If the indemnifying party shall, within a reasonable period of time after notice (30 days), fail to respond to any Claims by the indemnified party or fail to defend the indemnified party as appropriate, the indemnified party shall have the right, but not the obligation, to undertake the defense of, and to compromise or settle (exercising reasonable business judgment) the Claims or other matter on behalf, for the account, and at the risk of, the indemnifying party.

## **6. Maintenance of Funds**

C5 maintains a bank account under its 501(c)(3) nonprofit status. All funds received (e.g., donations, sponsorships, memberships, or grants) will be deposited into C5's account at a local bank. Maintenance of funds will occur as follows:



- a. Monthly bank statements on the accounts will be sent to both District and C5; and,
- b. Deposits will be made by the C5 Treasurer, designated C5 Board Member or designated C5 representative; and,
- c. Changes to these accounts shall be approved by the C5 Board in conjunction with District; and,
- d. Annually, a C5 budget will be prepared and approved by the C5 Board.

## **7. Expenditures and Distribution of Funds**

In accordance with the approved annual budget, expenditures will be made throughout the year as follows:

- a. Checks for up to \$1,000 can be released for items included in the approved annual budget if the C5 Treasurer, a C5 Board Member, or a designated representative in accordance with the C5 Bylaws provides a signature;
  - i. For approved expenditures, included those in the approved budget that exceed \$1,000, two signatures between the C5 treasurer, C5 Board Member, and/or designated representative in accordance with the C5 Bylaws will be required; and,
- b. A petty cash account totaling \$200 will be maintained by for smaller purchases; and,
- c. For expenditures that arise outside of the approved annual budget, the C5 Treasurer must obtain approval from the C5 Board prior to procurement; and,
- d. Any personnel needed, outside of District Staff, to provide services to C5 will be hired as a consultant or an independent contractor.

## **8. Termination**

Unless expressly renewed or modified by C5 and District in writing, this Agreement shall automatically expire March 31, 2022. Either party may also terminate this Agreement with 30 (thirty) days written notice to the other party.

## 9. General Provisions

- a. Recitals. The recitals set forth at the beginning of this Agreement of any matters or facts shall be conclusive proof of the truthfulness thereof and the terms and conditions set forth in the recitals, if any, shall be deemed a part of the Agreement.
- b. Captions, Headings, Exhibits and Abbreviations. The captions, headings and index of this Agreement are for convenience only and have no force and effect in the interpretation or construction of this Agreement. Words indicated in parenthesis signify an abbreviation for the previous set of words or terms, so that when the abbreviation is used within the Agreement, it shall have the same meaning as a full statement of the words or terms. All exhibits attached to this Agreement are incorporated by this reference as though fully stated in this Agreement.
- c. Date and Delivery of Agreement. Notwithstanding anything to the contrary contained in this Agreement, the parties intend that this Agreement shall be deemed effective, executed, and delivered for all purposes under this Agreement, and for the calculation of any statutory time periods based on the date an agreement between parties is effective, executed and/or delivered, as of the date stated on the first page of this Agreement.
- d. Severability. If any term, provision, covenant or condition of this Agreement shall be or become illegal, null, void or against public policy, or shall be held by any court of competent jurisdiction to be illegal, null or void or against public policy, the remaining provisions of this Agreement shall remain in full force and effect and shall not be affected, impaired or invalidated thereby. The term, provision, covenant or condition that is so invalidated, voided or held to be unenforceable shall be modified or changed by the parties to the extent possible to carry out the intentions and directives stated in this Agreement.
- e. Signatures-Counterparts. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. This Agreement shall not be effective until the execution and delivery between each of the parties of at least one set of counterparts. The parties authorize each other to detach and combine original signature pages and consolidate them into a single identical original. Any of such completely executed counterparts shall be sufficient proof of this Agreement.
- f. Assignment. A party shall not voluntarily or by operation of law assign, hypothecate, give, transfer, mortgage, sublet, license, or otherwise transfer or encumber all or any part of its rights, duties, or other interests in this Agreement or the proceeds thereof (collectively, Assignment), without the other party's prior written consent, which consent

shall not be unreasonably withheld or delayed. Any attempt to make an Assignment in violation of this provision shall be a material default under this Agreement and shall be null and void. Absent an express signed written agreement between the parties to the contrary, no assignment of any of the rights or obligations under this Agreement shall result in a novation or in any other way release the assignor from its obligations under this Agreement.

- g. Successors and Assigns. This Agreement shall be binding on and shall inure to the benefit of the parties and their respective heirs, legal representatives, successors and permitted assigns, except as restricted by this Agreement.
- h. Waiver. No waiver of any provision or consent to any action shall constitute a waiver of any other provision or consent to any other action, whether or not similar. No waiver or consent shall constitute a continuing waiver or consent or commit a party to provide a waiver in the future except to the extent specifically stated in writing. Any waiver given by a party shall be null and void if the party requesting such waiver has not provided a full and complete disclosure of all material facts relevant to the waiver requested. No waiver shall be binding unless executed in writing by the party making the waiver.
- i. Governing Law, Jurisdiction and Venue. The validity and interpretation of this Agreement and any ancillary documents shall be governed by the laws of the State of California without giving effect to the principles of conflict of laws. The parties agree that any state or federal district court located in or nearest to Santa Barbara, California, shall have personal jurisdiction over the parties hereto and over any case or controversy related in any manner this Agreement and shall be the mandatory and only proper forum in which to adjudicate such case or controversy. Any final judgment rendered against a party in any action or proceeding shall be conclusive as to the subject of such final judgment and may be enforced in other jurisdictions in any manner provided by law.
- j. Relationships of Parties. The relationships of the parties to this Agreement shall be solely that of independent nonprofit corporations, and nothing contained in this Agreement shall be construed otherwise. Nothing in this Agreement or in the business or dealings between the parties shall be construed to make them joint venturers or partners with each other. Neither party shall do anything which would suggest to third parties that the relationship between the parties is anything other than that of independent nonprofit corporations.
- k. Limitations of Liability. In no event shall either Party be liable to the other Party for any indirect, special, incidental, consequential, punitive or exemplary losses, expenses or damages related in any manner to this Agreement.

1. Entire Agreement and Amendment. In conjunction with the matters considered herein, this Agreement contains the entire understanding and agreement of the parties and there have been no promises, representations, agreements, warranties or undertakings by any of the parties, either oral or written, of any character or nature binding except as stated in this Agreement. This Agreement may be altered, amended or modified only by an instrument in writing, executed by both parties to this Agreement and by no other means. Each party waives their right to claim, contest or assert that this Agreement was modified, canceled, superseded or changed by any oral agreement, course of conduct, waiver or estoppel.

## **10. Federal Provisions**

- a. Conflict of Interest. District covenants that District presently has no employment or interest and shall not acquire any employment or interest, direct or indirect, including any interest in any business, property, or source of income, which would conflict in any manner or degree with the performance of services required to be performed under this Agreement. District further covenants that in the performance of this Agreement, no person having any such interest shall be employed by District. District must promptly disclose to C5, in writing, any potential conflict of interest. C5 retains the right to waive a conflict of interest disclosed by District if C5 determines it to be immaterial, and such waiver is only effective if provided by C5 to District in writing.
- b. Mandatory Disclosure. District must timely disclose in writing to the C5 all violations of Federal criminal law involving fraud, bribery, or gratuity violations. District is required to report certain civil, criminal, or administrative proceedings to the System for Award Management (SAM) located at [www.sam.gov](http://www.sam.gov). Failure to make required disclosures can result in any of the remedies described in 2 CFR §200.338 Remedies for noncompliance, including suspension or debarment. (See also 2 CFR part 180 and 31 U.S.C. 3321.)
- c. Subaward (Assignability, Subcontract). The District shall comply with the requirements of Title 2, Code of Federal Regulations, Part 200, which are hereby incorporated by reference in this award. C5, acting as a pass-through entity for federal funding, makes this subaward to District, the subrecipient. Federal subaward identification information follows:

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**Federal Subaward Identification Information**

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i. Subrecipient Name (which must match the registered name in DUNS)		Santa Barbara County Air Pollution Control District
ii. Subrecipient DUNS number		9270016930000
iii. Federal Award Identification Number (FAIN)		DE-EE000XXXX
iv. Federal Award Date		04/01/2021
v. Period of Performance	Start Date	04/01/2021
	End Date	03/31/2022
vi. Amount of Federal Funds Obligated by this action		
vii. Total Amt of Federal Funds Obligated to subrecipient		\$90,000
viii. Total Amount of the Federal Award		\$90,000

ix. Federal award project description

CLEAN CITIES OUTREACH, EDUCATION, AND PERFORMANCE TRACKING

x. Name of Federal awarding agency,		Energy Effcy & Renewable Energy
Pass through entity,		Central Coast Clean Cities Coalition
And contact information for awarding official		DOE Administrator, Jodi Collins, 304-285-1390, Jodi.collins@netl.doe.gov
xi. CFDA	Number	81.086
	Name	Conservation Research and Development
xii. Is the award research and development?		Yes
xiii. Indirect cost rate for the Federal award (including if the de minimus rate is charged per §200.414 Indirect (F&A) costs.		N/A (direct costs only)

*[signature on following page]*

Signed into agreement by:

**ATTEST:**

AERON ARLIN GENET  
Clerk of the Board

By \_\_\_\_\_  
Deputy

**SANTA BARBARA COUNTY  
AIR POLLUTION CONTROL DISTRICT**

By \_\_\_\_\_  
Chair

Date \_\_\_\_\_

**APPROVED AS TO FORM:**

MICHAEL C. GHIZZONI  
Santa Barbara County Counsel

By *Rachel Van Mullem*  
Rachel Van Mullem (Mar 4, 2021 17:24 PST)  
District Counsel

**APPROVED AS TO FORM:**

RAY AROMATORIO, ARM, AIC  
Risk Manager

By *Ray Aromatorio*  
Risk Manager

**APPROVED AS TO FORM:**

BETSY M. SHAFFER, CPA  
Auditor-Controller

By *C. Edith*  
Deputy

**Central Coast Clean Cities Coalition**

\_\_\_\_\_  
Larry R. Allen  
C5 Board Chair

Date \_\_\_\_\_

Signed into agreement by:

**ATTEST:**

AERON ARLIN GENET  
Clerk of the Board

By \_\_\_\_\_  
Deputy

**SANTA BARBARA COUNTY  
AIR POLLUTION CONTROL DISTRICT**

By \_\_\_\_\_  
Chair

Date \_\_\_\_\_

**APPROVED AS TO FORM:**

MICHAEL C. GHIZZONI  
Santa Barbara County Counsel

By \_\_\_\_\_  
District Counsel

**APPROVED AS TO FORM:**

RAY AROMATORIO, ARM, AIC  
Risk Manager


By \_\_\_\_\_  
Risk Manager

**APPROVED AS TO FORM:**

BETSY M. SHAFFER, CPA  
Auditor-Controller

By \_\_\_\_\_  
Deputy

**Central Coast Clean Cities Coalition**

  
\_\_\_\_\_  
Larry R. Allen  
C5 Board Chair

Date 3.2.2021

ATTACHMENT #1

U.S. DOE 2021 Cooperative Agreement  
Application Response Information Sheet

March 18, 2021

Santa Barbara County Air Pollution Control District  
Board of Directors

260 San Antonio Road, Suite A  
Santa Barbara, California 93110



**U.S. DEPARTMENT OF ENERGY  
National Energy Technology Laboratory**



**CLEAN CITIES OUTREACH, EDUCATION, AND PERFORMANCE TRACKING  
YEAR 1 ACTIVITIES (APRIL 2021 - MARCH 2022)**

**RESPONSE INFORMATION SHEET**

ALL INFORMATION REQUESTED ON THIS FORM MUST BE PROVIDED

**A. COALITION CONTACT INFORMATION**

<b>Please identify the coalition's Regional Manager.</b> <i>(enter information in the block to the right)</i>	Regional Manager: <b>Brett Aristegui</b>
<b>Enter the Coalition Name and Address, including the <u>County</u>.</b> <i>(enter information in the block to the right)</i>	Coalition Name and Address: <b>Central Coast Clean Cities Coalition 260 N. San Antonio Rd., Suite A Santa Barbara, CA 93110 (Santa Barbara County)</b>
<b>Please provide the <u>name</u> and complete contact information including <u>telephone number</u> and <u>email address</u> and <u>physical street address</u> for the person who will be responsible for administering this award.</b> <i>(enter information in the block to the right)</i>	Coalition Business Officer and contact information: <b>Alex Economou <a href="mailto:EconomouA@sbcapcd.org">EconomouA@sbcapcd.org</a> 805.961.8894 (Office) 260 N. San Antonio Rd., Suite A Santa Barbara, CA 93110</b>
<b>Please provide <u>name</u> and complete contact information including <u>telephone number</u> and <u>email address</u> and <u>physical street address</u>. The PI is likely also the <u>Clean Cities Coordinator</u>. Please note if there will be any co-PIs.</b> <i>(enter information in the block to the right)</i>	Coalition Project Director/Principal Investigator(s) and contact information: <b>Alex Economou <a href="mailto:EconomouA@sbcapcd.org">EconomouA@sbcapcd.org</a> 805.961.8894 (Office) 260 N. San Antonio Rd., Suite A Santa Barbara, CA 93110</b>
<b>Please provide the name of the Recipient of the award, if it is different than the Coalition identified above.</b> <i>(enter information in the block to the right)</i>	Recipient (organization) Name: <b>Same as above</b>
<b>Employer/Taxpayer Identification Number (EIN/TIN):</b>	
<b>Data Universal Numbering System (DUNS):</b>	<b>117300311</b>

<b>Coalition's fiscal year end date is</b> (mm/dd/yyyy)	<b>12/31/2021</b>
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*Note: Coalition Name, EIN/TIN and DUNS **MUST** concur with the Coalition's information recorded in the System for Award Management ([www.SAM.gov](http://www.SAM.gov)). Congressional District is for the information for given DUNS, the district for the place of performance may be different and is requested later on this form.*

*Should you not have a DUNS number or are not registered in SAM, utilize the links below to execute these actions.*

- Obtain a DUNS number (including the plus 4 extension, if applicable) at <http://fedgov.dnb.com/webform>.
- For assistance in obtaining a DUNS Number, call Dunn & Bradstreet at 1-800-333-0505.
- Register with SAM at <https://www.sam.gov>. Designating an Electronic Business Point of Contact (EBiz POC) and obtaining a special password called an MPIN are important steps in SAM registration. Please update your SAM registration annually.

## **B. CONFIRMATION OF CURRENT SAM REGISTRATION**

- ☒ Yes – SAM registration is current through *(fill in date)* **02-03-2021**
- ☐ No – SAM registration is not current. *(identify what action is being taken to make the registration current and when it will be completed)* **NOTE: a new award cannot be executed until the SAM registration is current.**

## **C. PROJECT PERFORMANCE SITE and CONGRESSIONAL DISTRICT**

Congressional districts can be found at the following link: <http://www.house.gov/representatives/find/>

List the address, county, and congressional district for the primary site where the work will be performed:

Street Address:	260 N. San Antonio Rd., Suite A
City:	Santa Barbara
State:	CA
Zip:	93110
County:	Santa Barbara County
Congressional District:	CA-024 (state abbreviation and three-digit code)

If a portion of the work will be performed at any other site(s), identify those site(s) below, and indicate what portion of the effort will be performed at this/these site(s):

Street Address:	
City:	
State:	
Zip:	
County:	
Congressional District:	
Briefly describe portion of effort for this Site:	

#### **D. COALITION CERTIFICATION**

Only active Clean Cities Coalitions that are designated under the national program are eligible for this agreement. Coalitions must maintain their active designated status for the duration of the proposed budget period. Coalitions that are operating under a conditional re-designation at any point during the current budget period may have their SOPO tasks reduced or adjusted under this agreement.

Is the Coalition current with their DOE certification (Re-Designation)? ☒ Yes ☐ No

#### **E. AGREEMENT TO PERFORM TASKS IN STATEMENT OF PROJECT OBJECTIVES (SOPO)**

*(check any and all that apply)*

☐ No, our Coalition declines the 2021 Clean Cities Coalition Cooperative Agreement.

☒ Yes, our Coalition agrees to undertake **Tasks 1.0 through 2.0** in the attached SOPO template. (\$20,000)

☒ Yes, our Coalition agrees to undertake the following sub-tasks under **Task 3.0** in the attached SOPO template. (You must accept Tasks 1.0 through 2.0 in order to accept Task 3.0) Select up to four (4) sub-tasks. (\$17,500 each)



**Sub-task 3.1 Stakeholder Listening Sessions**

The Recipient will organize and facilitate multiple fuel and/or technology-specific listening sessions with fleets and other stakeholders to identify technology gaps and critical research needs to improve vehicle/infrastructure performance and usability.



**Sub-task 3.2 AFV Incentive, and Compliance Coordination Efforts**

The Recipient will organize and facilitate activities and projects that advance alternative fuels and advanced vehicle technologies under the VW Settlement or other major Federal/state settlements, incentive programs, and/or compliance agreements.



**Sub-task 3.3 AFV Infrastructure Development and Corridor Planning**

The Recipient will organize and facilitate alternative fuel infrastructure planning activities, alternative fuel corridor development (including support of the FAST Act Section 1413, Alternative Fuel Corridor Designation initiative activities), research and preparation of alternative fueling readiness plans, and planning for future fueling infrastructure development where corridor and other infrastructure gaps exist.



**Sub-task 3.4 General Stakeholder Outreach/Awareness Events and Activities**

The Recipient will organize, facilitate and conduct alternative fuel and/or advanced technology outreach through meetings, end-user workshops and outreach event(s) including, but not limited to hands-on ride & drives; vehicle or technology demonstrations; showcases of alternative fuel and advanced technology vehicles and refueling/charging systems; and site visits/tours.



**Sub-task 3.5 Technical Assistance and Fleet Coaching**

The Recipient will provide direct information, technical assistance and/or coaching to fleets, end-users and other appropriate stakeholders. Activities may include, but are not limited to, reviewing equipment specifications, coordinating performance testing of new fueling stations, orientation training for end-users receiving new AFVs or fueling equipment, problem solving, dealer education, etc.



**Sub-task 3.6 Technical Training and Education**

The Recipient will organize and facilitate technical training and technical education regarding AFVs, their use, infrastructure, and safety issues for a variety of audiences. Target audiences may include, but are not limited to, technicians/mechanics, first-responders, code, permitting and safety authorities

having jurisdiction (AHJs), public safety officials, government agencies, fleets/fleet managers, and vocational/STEM student groups. Activities could include, but are not limited to, classroom training, technical webinars, and hands-on demonstrations.

- ☐ Yes, our Coalition agrees to undertake **Task 4.0 (Coordinator Council Participation)** in the attached SOPO template. (Must accept Tasks 1.0 through 2.0 in order to accept Task 4.0) (\$5,000)

#### F. **INVOICING AND PAYMENTS**

1. Has the Coalition received any prior DOE awards administered by NETL?

☒ Yes      If yes, please list the most recent award number: **DE-EE0007429**

☐ No

2. Is the Awardee currently enrolled with the U.S. Department of Treasury / ASAP system (Automated Standard Application for Payment System) under the DOE?

☐ Yes      Enter Awardee Seven-digit ASAP ID Number:

☒ No

3. Please provide the following contact information for ASAP and/or Payments:

**IMPORTANT: If not currently enrolled in the ASAP system, the person identified below will be contacted by the U.S. Department of Treasury with further instruction on completing the ASAP enrollment process.**

ASAP / Payments Contact Person: Alex Economou

Phone No.: (708) 638-5890      Extension:             E-mail: EconomouA@sbcapcd.org

4. Indicate the name, phone number, and email address of the Designated Responsible Employee for complying with national policies prohibiting discrimination (see 10 CFR 1040.5 and the Certifications and Assurances found at <http://energy.gov/management/office-management/operational-management/financial-assistance/financial-assistance-forms>).

<u>Alex Economou</u>	<u>(708) 638-5890</u>
Name	Telephone Number
<u>Coordinator, Central Coast Clean Cities Coalition</u>	<u>EconomouA@sbcapcd.org</u>
Title	Email Address

#### G. **FINANCIAL MANAGEMENT SYSTEM**

To qualify for Financial Assistance, compliance with 2 CFR 200.302 is required. Please check applicable boxes below.

☒ The Financial Management System is in compliance with 2 CFR 200.302.

☐ I do not know if my Financial Management System is in compliance with 2 CFR 200.302. If this block is checked, complete the following survey.

### Accounting System Survey

	<u>Yes</u>	<u>No</u>	<u>NA</u>
1. Is your Accounting System in accordance with Generally Accepted Accounting Principles applicable to the circumstances and applicable Federal regulations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Accounting System provides for:			
a. Segregation of direct costs from indirect costs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Identification and accumulation of direct costs by project.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. A logical and consistent method for the allocation of indirect costs to intermediate and final cost objectives. (Project is final cost objective)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Accumulation of costs under general ledger control.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. A timekeeping system that identifies employees' labor by intermediate and final cost objectives (i.e. project level, division level).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. A labor distribution system that charges direct and indirect labor to appropriate cost objectives.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. Interim (at least monthly) determination of costs charged to a project through routine posting of books of account.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h. Excluding costs charged to Government projects which are not allowable in terms of 2 CFR 200, Subpart E, or 48 CFR 31.2 (FAR Part 31), Contract Cost Principles and Procedures, or other provisions, as applicable.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i. Identification of costs by project line item and by units (as if each unit or line item were a separate project) if required by the proposed award.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Is the Accounting System designed, and are the records maintained in such a manner that adequate, reliable data are developed for use in developing cost proposals?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Is the Accounting System currently in full operation?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please provide the type of accounting system utilized (manual or electronic) and if electronic, provide the software system implemented. In addition, if you checked "No" to any of the boxes above, please provide a detailed explanation here or as an attachment.


#### **H. COGNIZANT AGENCY/AUDIT**

1. Information for determining Cognizant Agency/Office

1a. Identify Cognizant **Federal** Agency (agency providing the preponderance of Federal funding), and provide Agency name, a point of contact, phone number, and e-mail.

Agency: U.S. DOE/NETL

Point of Contact: Jodi Collins

Phone: (304) 285-1390

1b. Provide the following information for the 5 highest dollar value awards for current DOE contracts, grants or awards (do not include sub-awards).

DOE Contract/Award #	DOE Awarding Office	Start Date	End Date	Total Value
DE-EE0007429	NETL	02/01/2020	01/31/2021	\$90,000

2. Provide a copy of or link to most recent independent or A-133 Audit.

I am not aware of any audits that C5 has received.

## **I. REPRESENTATION/CERTIFICATION**

I represent by my signature below that all the information provided by this form is accurate. \*

Name: Alex Economou

Title: Coordinator, Central Coast Clean Cities Coalition

Signature of Authorized  
Company/Organization  
Official\*:

Official\*: \_\_\_\_\_

Alex Economou

Date: 02/04/2021

*\*This form will not be accepted without a signature.*

## ATTACHMENT #2

### C5 Statement of Project Objectives

March 18, 2021

Santa Barbara County Air Pollution Control District  
Board of Directors

260 San Antonio Road, Suite A  
Santa Barbara, California 93110

**Statement of Project Objectives (SOP)**  
**CLEAN CITIES COALITION NETWORK OUTREACH, EDUCATION, AND**  
**PERFORMANCE TRACKING PROGRAM**  
**YEAR 1 ACTIVITIES (APRIL 2021 - MARCH 2022)**

**A. PROJECT OBJECTIVES**

The objective of this project is for the Clean Cities Coalition to provide technical assistance and outreach, participate in program meetings, and to track and report critical program and performance metrics. Clean Cities Coalitions are expected to engage in activities that support the goals and objectives of the National Clean Cities program.

**B. SCOPE OF WORK**

The project will provide technical assistance and targeted outreach, within the coalition's territory, to raise awareness and foster a greater understanding of alternative fuels (as defined by the Energy Policy Act of 1992, as amended by the Energy Policy Act of 2005 and further augmented by the Energy Independence and Security Act of 2007) and advanced vehicle technologies in order to increase the market, increase energy efficiency, and support and diversify the energy options in the transportation sector.. Additionally, the project will track, validate, analyze, and report critical information and performance metrics necessary to gauge consumer acceptance and track the growth/adoption of petroleum reduction technologies and practices in the marketplace.

**C. TASKS TO BE PERFORMED**

**Task 1.0 Project Management and Administration**

The Recipient will manage activities in order to achieve project objectives. The activities will include tracking and disseminating information regarding the performance of the project, as well as administrative tasks associated with Government reporting. The initial Project Management Plan (PMP) shall be provided within forty-five (45) days after award. The PMP should be updated regularly with changes submitted quarterly with the QPR. The Recipient will maintain their active designated Clean Cities Coalition status for the duration of the proposed work period.

**Task 2.0 Clean Cities and Alternative Fuel Tracking Activities**

**Sub-task 2.1 Clean Cities Annual Progress Reports** - The Recipient will track alternative fuel, advanced technology vehicle, and transportation energy efficiency integration metrics, and submit using an online reporting system on an annual basis.

**Sub-task 2.2 Clean Cities Alternative Fuel Price Tracking and Reporting** - The Recipient will track retail alternative fuel pricing information on a quarterly basis and submit using an online reporting system.

**Sub-task 2.3 Area Alternative Fuel Station Verification** - The Recipient will identify and track alternative fuel station opening and closing information and submit using



an online reporting system. The Recipient will also verify continuity of alternative fuel station operations in their coalition territory and report such to DOE when requested.

**Sub-task 2.4      Share Peer-to-Peer Information** – The Recipient will share peer-to-peer learning information at official Clean Cities and other Vehicle Technologies Office Workshops, Trainings, and Meetings as well as through online collaboration tools.

**Sub-task 2.5      Vehicle and Station Cost Tracking and Reporting** – The Recipient will track and report alternative fuel and advanced technology vehicle and equipment costs, as well as alternative fuel station cost information in their coalition territory.

### **Task 3.0    Market Analysis, Feedback, and Technology Integration**

Efforts will focus on Technology Integration core technologies: alternative and renewable fuels; advanced technology and electric vehicles; emerging transportation technologies and new mobility choices; idle reduction; and fuel economy measures. The Recipient will utilize DOE tools, websites, and data/information resources to the greatest extent possible.

*(Coalitions must accept tasks 1.0 and 2.0 in order to be able to opt for task 3.0 sub-tasks. Coalitions will be asked to pick specific sub-tasks from these options to build their individualized SOPO)*

#### **Sub-task 3.1      Stakeholder Listening Sessions**

The Recipient will organize and facilitate multiple fuel and/or technology-specific listening sessions with fleets and other stakeholders to identify technology gaps and critical research needs to improve vehicle/infrastructure performance and usability.

#### **Sub-task 3.2      AFV Incentive and Compliance Coordination Efforts**

The Recipient will organize and facilitate activities and projects that advance alternative fuels and advanced vehicle technologies under the VW Settlement or other major Federal/state settlements, incentive programs, and/or compliance agreements.

#### **Sub-task 3.3      AFV Infrastructure Development and Corridor Planning**

The Recipient will organize and facilitate alternative fuel infrastructure planning activities, alternative fuel corridor development (including support of the FAST Act Section 1413, Alternative Fuel Corridor Designation initiative activities), research and preparation of alternative fueling readiness plans, and planning for future fueling infrastructure development where corridor and other infrastructure gaps exist.

#### **Sub-task 3.4      General Stakeholder Outreach/Awareness Events and Activities**

The Recipient will organize, facilitate and conduct alternative fuel and/or advanced technology outreach through meetings, end-user workshops and outreach event(s) including, but not limited to hands-on ride & drives;

vehicle or technology demonstrations; showcases of alternative fuel and advanced technology vehicles and refueling/charging systems; and site visits/tours.

**Sub-task 3.5      Technical Assistance and Fleet Coaching**

The Recipient will provide direct information, technical assistance and/or coaching to fleets, end-users and other appropriate stakeholders. Activities may include, but are not limited to, reviewing equipment specifications, coordinating performance testing of new fueling stations, orientation training for end-users receiving new AFVs or fueling equipment, problem solving, dealer education, etc.

**Sub-task 3.6      Technical Training and Education**

The Recipient will organize and facilitate technical training and technical education regarding AFVs, their use, infrastructure, and safety issues for a variety of audiences. Target audiences may include, but are not limited to, technicians/mechanics, first-responders, code, permitting and safety authorities having jurisdiction (AHJs), public safety officials, government agencies, fleets/fleet managers, and vocational/STEM student groups. Activities could include, but are not limited to, classroom training, technical webinars, and hands-on demonstrations.

**Task 4.0      Coordinator Council Participation**

Efforts for Task 4.0 should focus on Clean Cities Coalition core technology integration activities.

- Sub-task 4.1**      Assist in establishing annual goals for Clean Cities Coordinator Council.
- Sub-task 4.2**      Participate in review, and revision as needed, of the Clean Cities Coordinator Council Charter and other Council resources.
- Sub-task 4.3**      Participate in at least one Council initiative/task/role (as identified and approved by Council and DOE) per project period.
- Sub-task 4.4**      Communicate with Council members and each regional coordinator on a regular basis.
- Sub-task 4.5**      Generate/contribute to a progress report of Council activities at least once every six months. The report shall provide (at a minimum):
- council goals for the current term;
  - an overview of progress on council initiatives; and
  - a summary of the findings from council members calls to individual coordinators (sub-task Task 4.4).

**D. DELIVERABLES**

Periodic and final reports will be submitted in accordance with the attached “Federal Assistance Reporting Checklist” and the instructions accompanying the checklist. In addition to the reports specified in the "Federal Assistance Reporting Checklist", the Recipient will provide the following:

<b>Task/ Subtask #</b>	<b>Deliverable</b>	<b>Due Date</b>	<b>Where to Submit</b>
1.0	Project Management Plan	Due 45 days after start of project year, then updated and submitted quarterly thereafter.	<a href="https://www.eere-pmc.energy.gov">https://www.eere-pmc.energy.gov</a>
2.1	Clean Cities Annual Progress Report	April 14, 2021	<a href="https://cleancities.energy.gov/toolbox/annual-reporting-database">https://cleancities.energy.gov/toolbox/annual-reporting-database</a>
2.2	Quarterly Alternative Fuel Price Report	Reports due quarterly as follows unless otherwise notified: April 16, 2021, July 15, 2021, October 15, 2021, January 18, 2022.	<a href="https://cleancities.energy.gov/toolbox/alternative-fuel-price-report">https://cleancities.energy.gov/toolbox/alternative-fuel-price-report</a>
2.3	AFDC Station Openings/Closings Updates	Updates made continually as needed.	<a href="https://cleancities.energy.gov/toolbox/alternative-fuel-station-report/">https://cleancities.energy.gov/toolbox/alternative-fuel-station-report/</a>
2.5	Vehicle and Station Cost Tracking	Updates made continually as needed.	<a href="https://cleancities.energy.gov/toolbox/cost-tracking">https://cleancities.energy.gov/toolbox/cost-tracking</a>
3.1	Deliverables identified in Sub-Tasks	Listening session report(s) due quarterly with QPR. Year-end report due with fourth QPR.	<a href="https://www.eere-pmc.energy.gov">https://www.eere-pmc.energy.gov</a>
3.2	Deliverables identified in Sub-Tasks	Year-end Report due with fourth QPR.	<a href="https://www.eere-pmc.energy.gov">https://www.eere-pmc.energy.gov</a>
3.3	Deliverables identified in Sub-Tasks	Year-end Report due with fourth QPR.	<a href="https://www.eere-pmc.energy.gov">https://www.eere-pmc.energy.gov</a>
3.4	Deliverables identified in Sub-Tasks	Year-end Report due with fourth QPR.	<a href="https://www.eere-pmc.energy.gov">https://www.eere-pmc.energy.gov</a>
3.5	Deliverables identified in Sub-Tasks	Year-end Report due with fourth QPR.	<a href="https://www.eere-pmc.energy.gov">https://www.eere-pmc.energy.gov</a>
3.6	Deliverables identified in Sub-Tasks	Year-end Report due with fourth QPR.	<a href="https://www.eere-pmc.energy.gov">https://www.eere-pmc.energy.gov</a>
4.5	Coordinator Council Progress Report	Year-end Report due with fourth QPR.	<a href="https://www.eere-pmc.energy.gov">https://www.eere-pmc.energy.gov</a>

- All year-end reports should include, at a minimum: key contacts and partners; workshop/event results, number of attendees, trainings and other significant activities undertaken; evaluations, lessons learned and major outcomes. All reports noted in deliverables must be high quality, verified for technical accuracy, and suitable for publishing in Federal records.
- In addition to the deliverables listed above, items developed under this award relating to safety should be submitted to DOE for safety review. These include technical presentations, videos, promotional materials, education and training materials intended for vehicle operators, fueling station operators, maintenance technicians, installers and/or first responders.
  - Submit a DRAFT no later than thirty (30) days prior to the date which these materials are required to be released to the public.
  - Final product(s) shall include consideration of DOE input/feedback and be submitted to DOE within thirty (30) days after completion.
- Other Major Products/Materials developed shall be submitted to DOE as they are completed.

**E. BRIEFINGS AND TECHNICAL PRESENTATIONS**

- A technical presentation at the Vehicle Technologies Annual Merit Review Meeting.
- Detailed project status update briefings at Washington, DC or via communication/ conferencing media approximately twice per year. Briefings will explain the plans, progress, and results of the technical effort.

ATTACHMENT #3

C5 Project Management Plan

March 18, 2021

Santa Barbara County Air Pollution Control District  
Board of Directors

260 San Antonio Road, Suite A  
Santa Barbara, California 93110

# Project Management Plan

(Task Description and Milestone Summary)

**CLEAN CITIES NETWORK OUTREACH, EDUCATION, AND PERFORMANCE**

**TRACKING AWARDS**

**YEAR 1 ACTIVITIES (APRIL 2021 - MARCH 2022)**

**Purpose:** *The purpose of the Project Management Plan is to establish schedule and technical performance baselines for the elective tasks and sub-tasks.*

**Instructions:** *Recipients must complete this template with the specific information relating to their specific approach to completing the sub-tasks they select.*

- *Delete the sub-tasks that are not applicable.*
- *State the activities that the recipient will undertake to achieve the goal(s).*
- *Provide at least one SMART (specific, measurable, achievable, relevant, and time-based) goal for each elected subtask.*
- *Replace the example text in the PMP with your actual planned activities.*
- *Add additional goals and activities as needed to adequately describe planned work.*

**Changes:** *While it is primarily the project recipient's responsibility to maintain the plan, federal staff may request changes. The plan is intended to be a living document, modified as necessary.*

Date of Plan: **February 4, 2021**

The DOE award number: **EE0007429**

Recipient Organization: **Central Coast Clean Cities Coalition**

Principal Investigator: **Alex Economou, C5 Coordinator**

Alternative coalition contact name / phone / email: **Arjun Sarkar, University of California, Santa Barbara, (805) 893-8119, [arjun.sarkar@ucsb.edu](mailto:arjun.sarkar@ucsb.edu)**

## I. **SOPo Tasks and Subtasks Selected**

- ☒ Base
- ☒ 3.1 - Stakeholder Listening Sessions
- ☒ 3.2 - AFV Incentive, and Compliance Coordination Efforts
- ☒ 3.3 - AFV Infrastructure Development and Corridor Planning
- ☒ 3.4 - General Stakeholder Outreach/Awareness Events and Activities
- ☐ 3.5 - Technical Assistance and Fleet Coaching
- ☐ 3.6 - Technical Training and Education
- ☐ 4.1 - 4.5 - Coordinator Council Representative

## II. Work Plan

### Subtask 3.1 – Stakeholder Listening Sessions

**Goal:** C5 will host two listening sessions with stakeholders to gain feedback on targeted fuels and technologies in order to identify technology gaps, implementation barriers/issues, and equipment concerns, to aid with identifying critical research needs to improve vehicle/infrastructure performance and usability. Specifically, C5 will host the following listening sessions:

- In the 2<sup>nd</sup> quarter of 2021, C5 will conduct a listening session with California Polytechnic State University (Cal Poly), focused on Cal Poly’s fleet experience with electric vehicles and campus charging.
- In the 3<sup>rd</sup> quarter of 2021, C5 will conduct a listening session with Marborg Industries, focused on Marborg’s fleet experience with CNG refuse trucks and CNG fueling infrastructure.

**Activity:** Provide detail about the activities you will undertake to achieve the goal.

- Reach out to stakeholders to determine interest in hosting listening sessions.
- Coordinate listening session attendees and schedule a date to host the sessions.
- Determine listening session locations or schedule Zoom meetings, if virtual.
- Send out calendar invites to all attendees.
- Draft listening session questions and facilitator agendas.
- Conduct listening sessions.
- Compile notes.
- Prepare required reports and submit to DOE.

3.1 ANNUAL PLAN			
Listening Session Topic / Milestone	Fuel or Technology	Type of Participants	Proposed Event Date
Host listening session on University fleet experience and campus charging	Electric Vehicles, EVSE	Fleet Managers and transportation coordinators	2 <sup>nd</sup> quarter 2021 – exact date to be determined
Host listening session on CNG refuse trucks and CNG fueling infrastructure	CNG refuse trucks, CNG fueling infrastructure	Waste fleet managers and sustainability coordinators	3 <sup>rd</sup> quarter 2021 – exact date to be determined

### Subtask 3.2 – AFV Incentive and Compliance Coordination Efforts

**Goal:** C5 will organize, participate in, and facilitate activities that advance the deployment of alternative fuel vehicles and alternative fueling infrastructure in conjunction with local, state and federal incentive programs. C5 will coordinate activities, promote, and track 11 incentive programs during 2021. Specifically, C5 will track the following incentive programs:

- California Electric Vehicle Infrastructure Project (CALeVIP) South Central Coast Incentive Project
- Southern California Edison (SCE) Charge Ready Programs
- Pacific Gas & Electric (PG&E) EV Charge Network Program
- Central Coast Community Energy (3CE) Transportation Electrification Programs
- Santa Barbara County Air Pollution Control District (SLOAPCD) Clean Air Grants Program
- San Luis Obispo County Air Pollution Control District (SBCAPCD) Clean Air Incentives
- Clean Vehicle Rebate Project
- California Clean Fuel Reward Program
- Clean Vehicle Assistance Program
- Federal Tax Credits for New All-Electric and Plug-in Hybrid Vehicles
- Volkswagen Environmental Mitigation Trust for California

**Activity:** *Provide detail about the activities you will undertake to achieve the goal.*

- Develop a list of available alternative fuel vehicle and alternative fueling infrastructure incentives and upload information about all of the incentives on C5's website.
- Distribute information and updates about available incentives to stakeholders via email blasts, social media, newsletters, press releases, outreach events and cross-promotional partner channels.
- Collaborate with Electric Drive 805 steering committee to update ElectricDrive805.org with information about available incentives
- Coordinate with CALeVIP South Central Coast Incentive Project (SCCIP) partners on the design and promotion of the SCCIP in 2021 (launch date TBD). C5, along with other local partners in San Luis Obispo, Santa Barbara, and Ventura counties, submitted an application for CALeVIP in February 2020. In December 2020, the California Energy Commission announced that the South Central Coast would be awarded a CALeVIP project in 2021.
- Reach out to SCE about the status of the Charge Ready 2 Program, and when the program is expected to launch.
- Reach out to PG&E about the status of the EV Charge Network Program and whether they anticipate that more incentives will become available in the future.
- Coordinate with 3CE on the transportation electrification incentives that will be available to ratepayers in San Luis Obispo and Santa Barbara Counties
- Continue working with SBCAPCD and SLOAPCD to promote their grants and incentive programs.



- Prepare required reports and submit to DOE.

<b>3.2 ANNUAL PLAN</b>	
<b>Milestone Description</b>	<b>Proposed Completion Date</b>
Develop list of available incentives and post on website	June 30, 2020
Coordinate with CALeVIP partners on the design and promotion of the SCCIP	4 <sup>th</sup> quarter 2021 – exact date to be determined
Reach out to SCE about the status of Charge Ready 2 Program	2 <sup>nd</sup> quarter 2021 – exact date to be determined
Reach out to PG&E about the status of EV Charge Network Program	2 <sup>nd</sup> quarter 2021 – exact date to be determined
Coordinate with 3CE on their transportation electrification incentives	2 <sup>nd</sup> quarter 2021 – exact date to be determined
Continue working with SBCAPCD and SLOAPCD to promote their grants and incentive programs	3 <sup>rd</sup> quarter 2021 – exact date to be determined

### **Subtask 3.3 – AFV Infrastructure Development and Corridor Planning**

**Goal:** C5 will organize, participate in, and facilitate projects that expand the alternative fueling infrastructure along the key corridors throughout San Luis Obispo and Santa Barbara counties. Additionally, C5 will continue to be involved in and track Alternative Fuel Corridor Designation activities and continue efforts to get signage installed along the key corridors.

C5 will continue to provide feedback and be involved in the development of the following planning efforts:

- Central Coast Zero Emission Vehicle Strategy
- Central Coast Plan for Medium- and Heavy-Duty Zero-Emission Vehicles and Infrastructure
- Caltrans U.S. 101 Business Plan
- Caltrans Interregional Transportation Strategic Plan

Description of other work to be performed:

- Continue working with representatives from Caltrans and applicable jurisdictions for trail blazer signs, as per specifications in C5's Signage Plan.
- Continue to update C5's inventory of alternative fueling stations along key corridors and note any stations that are no longer operational. Update gaps in alternative fueling infrastructure along key corridors in San Luis Obispo and Santa Barbara counties based on current data available, and share this information with local agencies, equipment installers and local stakeholders.
- Continue to work with SLOAPCD on the development of a hydrogen station in San Luis Obispo County, and assist with outreach to potential station developers, as needed.
- Update maps for alternative fuel infrastructure in San Luis Obispo and Santa Barbara counties, highlighting gaps. Submit any alternative fuel corridor designation updates to GO-Biz.
- Work with Caltrans, as applicable, as new alternative fueling stations become operational and corridor designations change.

**Activity:** *Provide detail about the activities you will undertake to achieve the goal.*

- Provide feedback and attend stakeholder meetings for the prospective Central Coast Zero Emission Vehicle Strategy. In February 2021, the Santa Barbara County Association of Governments (SBCAG) submitted a Caltrans Sustainable Transportation Planning Grant Application to develop a regional Central Coast Zero Emission Vehicle Strategy. C5 attended a stakeholder meeting and provided feedback on the scope of work for the grant application in December 2020 and will continue to be engaged in the process if SBCAG is awarded the grant.
- Participate on a Technical Advisory Council for 3CE's prospective Central Coast Plan for Medium- and Heavy-Duty Zero-Emission Vehicles and Infrastructure. In September 2020, 3CE submitted a Central Coast ZEV Blueprint Project grant application to the California Energy Commission and C5 signed a letter of participation to serve on the Technical Advisory Council for the plan if they are awarded the grant.
- Continue to provide feedback and participate in focus groups and technical advisory committee meetings for Caltrans' U.S. 101 Business Plan for Caltrans District 5 (which includes both San Luis Obispo and Santa Barbara counties).
- Continue to provide feedback and participate in technical advisory committee meetings for Caltrans' Interregional Strategic Plan.
- Continue to update list of alternative fueling infrastructure gaps (for electric, compressed natural gas and hydrogen) along the main north-south and east-west corridors in San Luis Obispo and Santa Barbara counties as of January 2021.
- Share the alternative fueling infrastructure gap list with key local agencies, equipment installers, and local stakeholders.
- Work with SLOAPCD on hydrogen station development in San Luis Obispo County. Attend relevant meetings and conference calls and support efforts as needed throughout the station development process.

- Work with SLOAPCD and SBCAPCD to support efforts to select and install EVSE in both counties. Attend meetings, coordinate conference calls, and provide support as needed to facilitate station installations.
- Work with station operators and city representatives to initiate permitting for signage.
- Work with station installers, station owners, and state and local funding sources to identify potential funding sources for signs.
- Work with station installers and station owners, to select sign locations, obtain permits, and other associated activities to get local signs and highway signs installed along U.S. 101.

<b>3.3 ANNUAL PLAN</b>	
<b>Milestone Description</b>	<b>Proposed Completion Date</b>
Provide feedback and attend stakeholder meetings for the prospective Central Coast Zero Emission Vehicle Strategy.	Ongoing
Participate on a Technical Advisory Council for 3CE's prospective Central Coast Plan for Medium- and Heavy-Duty Zero-Emission Vehicles and Infrastructure.	Ongoing
Provide feedback and participate in focus groups and technical advisory committee meetings for Caltrans' U.S. 101 Business Plan.	2 <sup>nd</sup> quarter 2021 – exact date to be determined
Provide feedback and participate in technical advisory committee meetings for Caltrans' Interregional Strategic Plan.	Ongoing
Continue to update C5's inventory of alternative fueling stations along key corridors and note any stations that are no longer operational. Update gaps in alternative fueling infrastructure along key corridors in San Luis Obispo and Santa Barbara counties based on current data available, and share this information with local agencies, equipment installers and local stakeholders.	Ongoing
Continue to work with SLOAPCD to find a site host and operator for a hydrogen station in San Luis Obispo.	Ongoing
Work with station developers and local agencies to fill alternative fueling station gaps that have been identified for key corridors.	Ongoing
Continue work on Sign Plan implementation.	Ongoing

### Subtask 3.4 – General Stakeholder Outreach/Awareness Events and Activities

**Goal:** C5 will host various outreach and awareness events which will target education and technology demonstrations for fleets, sustainability/transportation coordinators, policy makers and the general public. These events will highlight the alternative fuel vehicles that are currently on the market as well as available incentives and the locations of charging/fueling infrastructure. Specifically, C5 will host or participate in the following outreach events:

- Santa Barbara Earth Day festival – C5 will co-host the Green Car Show at the annual festival during April 22-24, 2021.
- National Drive Electric Week – C5 will co-host an event sometime during National Drive Electric Week 2021, which will take place from September 25-October 3, 2021.
- Renewable Natural Gas Workshop – C5 will co-host a Renewable Natural Gas Workshop and tour of the new Tajiguas Landfill Anaerobic Digester during the 4<sup>th</sup> quarter of 2021.
- Electric Truck Webinar Series – C5 will co-host/participate in a series of webinars focused on light-, medium- and heavy-duty electric trucks during the 4<sup>th</sup> quarter of 2021.

**Activity:** *Provide detail about the activities you will undertake to achieve the goal.*

- April 22-24, 2021 – C5 will co-host the Green Car Show in conjunction with the 2021 Santa Barbara Earth Day Festival. C5 will function as the production partner for the Green Car Show, which will be conducted virtually during 2021. C5 will outreach to local and regional car dealers, auto manufactures, the California Fuel Cell Partnership, the Center for Sustainable Energy, Utilities, and other car show vendors to participate in the virtual Green Car Show. C5 will organize the event and assure that multiple alternative fuel vehicle types are represented. Since the event will take place virtually, it will be different from prior years' events and many of the logistics are still being sorted out. C5 will coordinate with the Earth Day hosts and other Green Car Show partners, attend pre-event meetings and conference calls, and oversee the Green Car Show on the day of the event. C5 will prepare the required reports and submit them to DOE after the event.
- September 25-October 3, 2021 – C5 will coordinate with partners in San Luis Obispo, Santa Barbara, and Ventura counties to co-host a series of National Drive Electric Week events. At this time, it is still too early to know to what extent in-person events will be allowed to happen, and C5 will continue to monitor the situation. National Drive Electric Week may consist of in-person events, virtual events, or a combination of both in-person and virtual events. C5 will reach out to local stakeholders, car dealers and electric vehicle owners via email, phone and in person visits. C5 will coordinate with partners and volunteers to help with event staffing and sponsorships. C5 will register the events on the National Drive Electric Week website. C5 will prepare promotional outreach flyers, advertise events on social media and community calendars, issue email blasts, coordinate with event sponsors on setup details, work with partners on cross promotional outreach, attend pre-event meetings, coordinate activities the day of the events, staff a booth the day of the event (if in-person), and prepare/submit required reports after the event to DOE and National Drive Electric Week representatives.

- 4<sup>th</sup> quarter 2021 – C5 will host a renewable natural gas workshop and tour of the Tajiguas Landfill anaerobic digester. C5 will work with the County of Santa Barbara Sustainability Committee, CNG fuel providers, key partners (Southern California Gas), and other partners to organize the event, draft an agenda for the workshop, locate a venue, coordinate travel logistics and conduct outreach to interested parties. C5 will attend pre-event meetings and conference calls, conduct pre-workshop set up and oversee the workshop and tour the day of the event. C5 will also prepare and submit the required reports to DOE after the event.
- 4<sup>th</sup> quarter 2021 – C5 will co-host/participate in a series of webinars focused on light-, medium- and heavy-duty electric trucks. C5 will coordinate with partners to co-host the series of webinars. C5 will reach out to vehicle manufacturers, dealers, fleet managers and policymakers to secure speakers and develop content for the webinars. C5 will promote the webinar series to interested parties via email blasts, social media, and press releases. C5 will prepare and distribute promotional materials, attend pre-event meetings, and conference calls, and coordinate webinar logistics. C5 will also prepare and submit the required reports to DOE after the event.

3.4 ANNUAL PLAN		
Event Name	Type of Participants	Proposed Completion Date
Santa Barbara Earth Day Festival Green Car Show	General public	April 22-24, 2021
National Drive Electric Week	General public	September 25 – October 3, 2021
Renewable Natural Gas Workshop and Tour of Tajiguas Landfill Anaerobic Digester	Fleet managers, fueling station operators and municipal staff	4 <sup>th</sup> quarter 2021 – exact date to be determined
Electric Truck Webinar Series	Fleet managers, sustainability coordinators, transportation coordinators and general public	4 <sup>th</sup> quarter 2021 – exact date to be determined