

## GRANT ANNOUNCEMENT

### Community Outreach, Research & Education Grants for Non-Profit Organizations

The Los Angeles Department of Water and Power (LADWP) is pleased to announce the availability of grants to local non-profit organizations for community outreach, research & public education to improve energy efficiency and water conservation in our communities. Thirty grants of \$45,000 each will be funded through the City of Los Angeles' Energy Efficiency & Conservation Block Grant (EECBG), which is funded through the US Department of Energy (DOE) with American Recovery and Reinvestment Act (ARRA) funds. Applications are available at [www.ladwp.com](http://www.ladwp.com).

#### Background

The LADWP is managing five programs under the City of Los Angeles EECBG. The intent of this program is to distribute ARRA grant funds to multiple non-profit organizations in the City for the purpose of informing and energizing residents and businesses to reduce their energy and water use, and benefit from lower utility bills. The program will assist non-profit organizations to creatively reach populations that may not be addressed through more traditional communication strategies and to affect behavior change. We hope to learn new and effective methods of communicating from this process that can be applied to LADWP and other City programs in the future.

Applications should describe the organization's proposed approach to delivering these messages in a manner appropriate to the local community. Applicants are encouraged to be creative! You may consider locally prominent languages, underserved populations, residential and commercial audiences, and web-based, in-person, and other methods of reaching the community. Research projects, studies, and "how-to" templates are also acceptable, provided they meet community needs. Content language and guidelines for energy efficiency and water conservation messages will be provided by LADWP and will include information on relevant financial incentives, rebates, financing and tips for residents and businesses.

#### Applicants must meet the following eligibility criteria:

- Must have been located in current City of Los Angeles location for at least 5 years
- Maintained 501(c)3 status continuously for the past three (3) years
- Must have established track record of providing services to the community – especially relating to education, energy or economic related issues
- Must demonstrate a commitment toward encouraging energy efficiency and water conservation through its current and/or future programs and structure.
- Have the capacity to track numbers of constituents reached & referred, labor costs & expenditures, and maintain records acceptable for an audit by federal officials. See link to Flow-Down Terms and Conditions under Application and Selection process.

#### Application and Selection Process:

- All [applications](#) must be sent to [nonprofitgrants@ladwp.com](mailto:nonprofitgrants@ladwp.com) by 5:00 p.m. on December 23, 2010.
- Organizations must identify which City Council District(s) they propose to serve.
- Up to 30 grants in the amount of \$45,000 each are available; two (2) awardees will be selected to provide services in each Council District.
- City Council office staff will rank all proposals received for their district, and identify those that best serve the local needs.
- City Council offices may also consider recommending a single organization to conduct these activities across a larger area. However, a single non-profit organization may not receive more than three (3) awards (a total of \$135,000).
- LADWP staff will follow-up with each candidate to confirm eligibility criteria, and will make the final award selections. LADWP staff will discuss EECBG contract and reporting requirements, and obtain and approve a final budget and scope of work from the selected organizations.
- All recipients will be required to enter into a Memorandum of Understanding with the LADWP and comply with all DOE ARRA grant requirements, which include monthly financial and progress reporting.

#### Implementation and Payment Process:

- Once the awardees are selected, LADWP will provide recipients with content messages on energy efficiency, water conservation, related greenhouse gas reduction information, tips for residential and commercial customers, etc.
- Three progress payments will be made:
  1. An initial 20% of designated funds (\$9,000) will be provided upon final execution of grant agreement with LADWP, including approved scope and budget.
  2. Organizations are eligible for a second payment of 40% (\$18,000) once they provide documentation of meeting midterm progress milestones agreed to in the grant agreement.
  3. The final 40% (\$18,000) will be provided upon completion of all tasks and required reporting.
- Recipient organizations must report on activities in suitable detail to meet USDOE requirements.
- All activities must be completed within one year of contract execution date, and no later than June 30, 2012. All reporting and invoicing must be completed by July 20, 2012.

**[Click here for application form](#)**



## LADWP SUSTAINABILITY PROGRAMS & EXTERNAL AFFAIRS DIVISION

# Community Outreach, Research and Public Education Grants for Non-Profit Organizations

## APPLICATION FORM

**Eligible organizations must:**

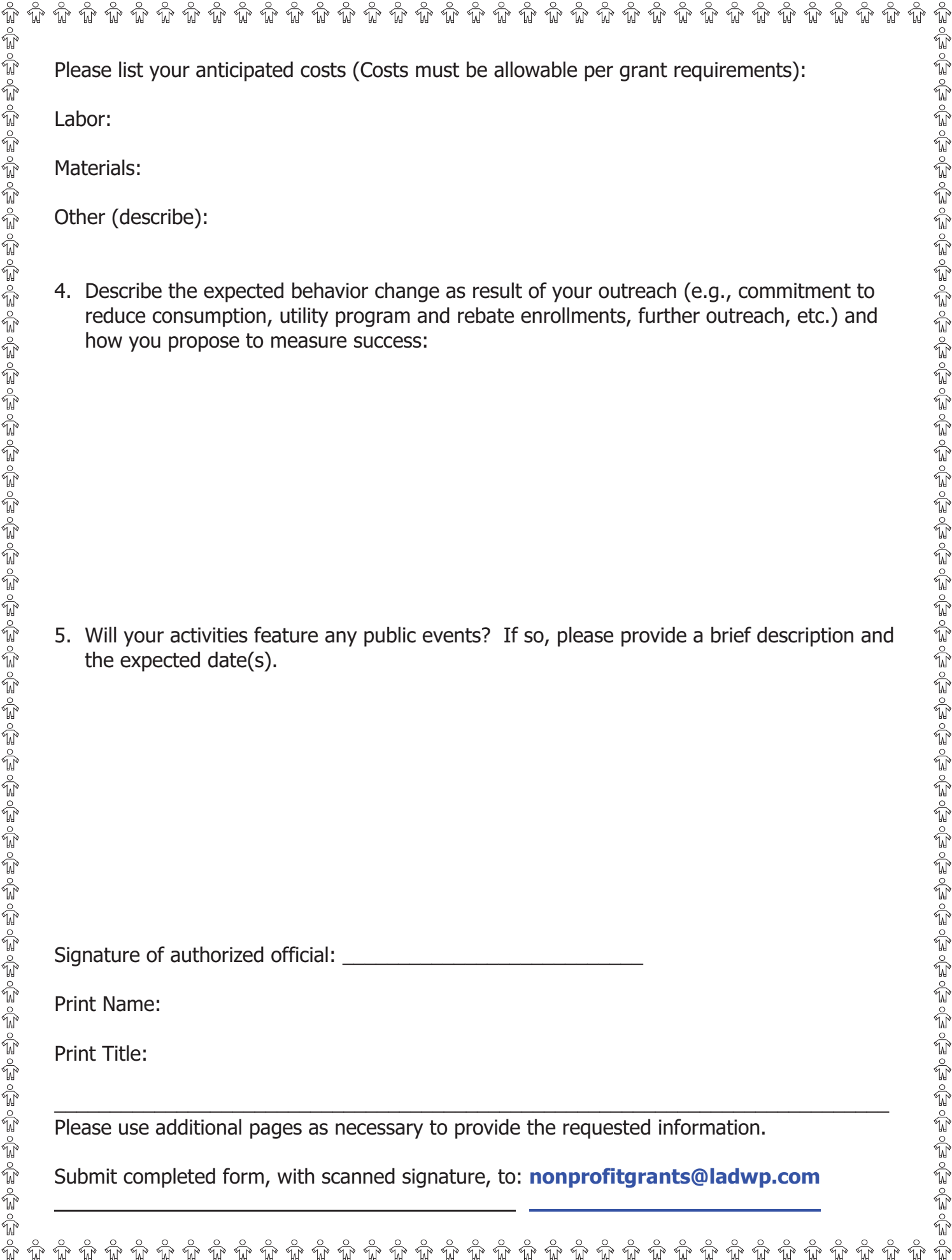
- ***Have been located in any City of Los Angeles location for at least 5 years***
- ***Have 501(c)3 non-profit status for at least 3 years***
- ***Have established track record of providing services to the community – especially relating to education, energy, environment or economic issues***
- ***Demonstrate a commitment toward encouraging energy efficiency and water conservation through its current and/or future programs and structure.***
- ***Have the capacity to track numbers of constituents reached & referred, labor costs & expenditures, and maintain records acceptable for an audit by the federal officials. See Flow Down Terms and Conditions at [www.ladwp.com/Special Terms and Conditions For FlowDown Awards.pdf](http://www.ladwp.com/Special Terms and Conditions For FlowDown Awards.pdf)***

1. Business name, address, and contact information:

Date obtained 501c3 status (under what name):

2. Provide the Los Angeles City Council District area(s) your outreach will focus on:

3. Describe how your organization will effectively deliver energy efficiency and water conservation messages to constituents (include quantity and quality of efforts) or the specific research you will pursue to benefit this community:



Please list your anticipated costs (Costs must be allowable per grant requirements):

Labor:

Materials:

Other (describe):

4. Describe the expected behavior change as result of your outreach (e.g., commitment to reduce consumption, utility program and rebate enrollments, further outreach, etc.) and how you propose to measure success:

5. Will your activities feature any public events? If so, please provide a brief description and the expected date(s).

Signature of authorized official: \_\_\_\_\_

Print Name:

Print Title:

\_\_\_\_\_  
Please use additional pages as necessary to provide the requested information.

Submit completed form, with scanned signature, to: [nonprofitgrants@ladwp.com](mailto:nonprofitgrants@ladwp.com)