

**LOS ANGELES DEPARTMENT OF WATER AND POWER
GRANT ANNOUNCEMENT**

Non-Profit Community Partnership Grants

December 2, 2016

The Los Angeles Department of Water and Power (LADWP) is pleased to open the application period for a fifth general round of Community Partnership grants to local 501(c)3 non-profit organizations for new community outreach and public education activities to improve energy efficiency and water conservation throughout Los Angeles. Nineteen grants totaling \$945,000 are proposed to be funded by LADWP. Applications are available at www.ladwp.com/np.

Background

Building upon the success of the previous four grant cycles, this fifth round of funding will further engage City of Los Angeles residents and businesses in reducing their energy and water use, and allow them to benefit from lower utility bills. The program will assist non-profit organizations to affect behavior change in populations that may not be adequately addressed through more traditional communication strategies.

Fifth Round Applications - 2017

Grants will be offered in the following categories:

- Council District area grants (15)
- Peer Facilitator grant (1)
- At-large (1 Energy and 2 Water Conservation)

Applications should describe the organization's proposed approach to engaging residents and/or businesses in a manner appropriate to the local community. Applicants are highly encouraged to use social media and other online methods to maximize the impacts of the outreach. You may consider locally prominent languages, underserved populations, residential and commercial audiences, and web-based, in-person, and other methods of reaching the community. We are particularly interested in projects that result in LADWP customers accessing energy efficiency and/or water conservation incentive programs, or changing their energy and/or water use behavior. Collaborations among organizations and innovation are encouraged.

As necessary, LADWP will provide grant recipients with content language and guidelines for energy efficiency and water conservation messages which will include information on relevant services, incentives, rebates, financing and tips for residents and businesses.

Applicants for the **Peer Facilitator** role should describe their organization's experience with coordinating multiple organizations toward a common goal, and their ability to develop networks, provide technical energy/water efficiency assistance, evaluate and provide guidance on evaluation and tracking methods, and prepare summary activity reports.

Applicants must meet the following eligibility criteria:

- Maintained 501(c)3 status continuously for the past three (3) years while located in the City of Los Angeles; this location criterion can be shown through IRS registration at the office address and/or maintenance of a publicly accessible office in the City of Los Angeles that is staffed regularly and exhibits the organization's signage and office hours
- Have an established track record of providing services to the community – especially relating to education, energy, water, or economic-related 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 and referred, labor costs and other expenditures, energy/water savings achieved, and maintain records acceptable for a City financial audit
- Propose activities that are at least 50% and up to 100% focused on energy efficiency versus water conservation, with the exception of the two water conservation at-large grants (which will focus 100% on water conservation). Retrofits for organizations' own facilities will not be funded; however retrofits and/or physical demonstrations at other locations that serve as outreach/education tools for the program may comprise up to 1/3 of the proposed budget.
- Research activities may be allowed only if they inform the education and outreach portion of the project and may comprise up to 1/3 of project activities.

Application and Selection Process:

- All applications must be sent to nonprofitgrants@ladwp.com by **3:00 p.m. on Friday, January 13 2017**.
- Organizations must identify which City Council District(s) they propose to serve and/or identify the geographic area to be served under an at-large grant.
- Up to 17 grants in the amount of \$45,000 each are available; one (1) awardee will be selected to implement programs in each Council District, one (1) awardee will be selected as peer facilitator, and one (1) awardee will be selected for an at-large grant focusing on energy efficiency. Additionally, two (2) at-large grants of \$90,000 each to cover a broader geographic area of the City will be awarded to focus only on water conservation.
- An organization may apply to work in more than one Council district using the same proposed scope of work, but may receive only **one** award. Grant applications must total **\$45,000 only**, unless the organization is applying for one of the water conservation at-large grants (\$90,000). LADWP reserves the right to award less or more than the advertised amount of funds and to offer awards in different geographic areas of the City, as needs dictate. Matching funds are welcomed, but not required.

- Applications with multiple partners must indicate the lead organization that is authorized to represent and be responsible for the project on behalf of all partner organizations. The lead organization must meet all eligibility requirements listed above.
- LADWP staff will initially rank all proposals received and will seek input from City Council and Mayor's office staff regarding local area needs.
- LADWP staff will follow-up with candidates to confirm eligibility criteria, and will make the final award selections.
- Applicants for the **at-large water conservation grants** should focus on messaging and public education to communicate the importance of using water wisely, especially during the current drought conditions. The projects may include outreach that: 1) communicates local requirements to prevent water waste; 2) educates residents and businesses on the water and cost savings of conservation hardware items that LADWP incentivizes, such as low-flow toilets and shower heads; 3) promotes the benefits of California-friendly landscaping and the current LADWP "Cash in Your Lawn" program; and 4) provides helpful practices and habits for indoor or outdoor water use that encourage or increase conservation. Additional consideration will also be given to proposals that focus on sustainable landscaping through the watershed approach. LADWP is aiming to achieve multiple benefits through our "Cash in Your Lawn" program through the new turf removal guidelines that are focused on the watershed approach, moving towards a more sustainable landscape that promotes increased rainwater capture and healthier soils.
- Evaluation criteria will include (100 points possible):
 - Responsiveness to application requirements (10 points)
 - Addressing local area needs (20 points)
 - Past performance with behavior impacting programs (10 points)
 - Cost-effectiveness and viability of proposal (25 points)
 - Energy and/or water savings impacts of proposal (20 points)
 - Proposed tracking and quantification methods (10 points)
 - Innovation (5 points)

Implementation and Payment Process:

- Awardees will be required to enter into a Memorandum of Understanding (MOU) with LADWP that will include the scope of work, schedule and budget. Note: insurance requirements may apply depending on the type of activity proposed.
- Once the MOUs are executed, LADWP will meet with recipients to further develop content messages on energy efficiency and water conservation.
- Progress payments will be made on a reimbursement basis upon completion of milestones designated in each MOU. A grant installment request (GIR) form will be provided to

each grantee to complete; GIRs must be approved by LADWP prior to each payment. A final evaluation report must be submitted and approved prior to final payment.

- All activities must be completed within one year (12 months) of MOU execution date. Extensions will not be considered.