



555 Northgate Drive, Suite 230  
San Rafael, CA 94903-3680  
415 446 4428  
mgsastaff@marinjpas.org

---

## **MEMORANDUM**

**DATE:** July 13, 2017

**TO:** MGSA Board of Directors

**FROM:** Christine O'Rourke, MCEP Sustainability Coordinator

**SUBJECT:** Grant Agreement with the California Energy Commission for MCEP and Resilient Neighborhoods Project

---

### **Recommendation**

Approve resolution authorizing the Executive Officer to execute an agreement with the California Energy Commission for a Small Government Leadership Challenge grant to implement the Marin Climate and Energy Partnership/Resilient Neighborhoods Grassroots Climate Action Project.

### **Discussion**

The California Energy Commission has awarded a \$275,008 Small Government Leadership Challenge grant to MGSA, on behalf of the Marin Climate & Energy Partnership, for a two-year project with Resilient Neighborhoods. MCEP has been partnering with Resilient Neighborhoods since 2015 to implement the public outreach objectives of members' climate action plans. The program organizes EcoTeams of 5-7 households and then provides team members with strategies and resources to improve home energy efficiency, shift to renewable energy, reduce transportation emissions, conserve water, and reduce waste. The grant will be used to update an on-line household survey tool and websites, produce video recordings of EcoTeam meetings, develop a marketing outreach plan, train 5-10 EcoTeam coaches, enroll at least 180 households in 36 EcoTeams, and evaluate program results.

The majority of the tasks identified in the scope of work (Exhibit A of the Resolution) will be completed by Resilient Neighborhoods, and \$253,068 of the grant funds are allocated for this

work. The Marin Climate and Energy Partnership will be responsible for project management, reporting and invoicing. MCEP's Sustainability Coordinator will perform this work, and \$21,940 of the grant funds are allocated to Christine O'Rourke Community Planning, as subcontractor, for this purpose.

The California Energy Commission approved Agreement LGC-16-009 for the Resilient Neighborhoods project at its June 14, 2017 Business Meeting. As of this writing, the Energy Commission was still finalizing the grant agreement, and a draft agreement was not available. Nonetheless, staff is bringing this item forward as there is some urgency to execute the agreement as soon as possible. Current funding for the Resilient Neighborhoods program runs out at the end of August, and both MCEP and the Resilient Neighborhoods Executive Director would like to ensure funds are available to continue paying the Outreach Coordinator's salary.

If the agreement is not received by the July 13th MGSA Board meeting, the Board has a number of options:

1. Accept the grant and approve the attached resolution, authorizing the Executive Officer to execute the agreement once it is received. The Executive Officer will send the agreement to the Board Members to get any feedback or hear concerns prior to making his decision to sign the agreement.
2. Agendize an additional Special Board Meeting on August 10, 2017 to review and approve the agreement.
3. Delegate the authority to a subcommittee of the President and Vice President of the Board to approve the agreement. This approval could be accomplished by email.

The resolution approving the agreement is attached to this staff report. The agreement will be separately provided to the Board as soon as it is received.

**Attachment**

1. Resolution 2017 – 06 titled, "Grant Agreement with the California State Energy Resources Conservation and Development Commission"