

COMMUNITY IS KEY



PCEF Grant Committee Meeting

March 2, 2022, 5:30 – 6:30 p.m.

— PORTLAND
**CLEAN ENERGY
COMMUNITY BENEFITS
FUND** —



Bureau of Planning and Sustainability

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Virtual Participation Check

Guidelines for public participation

- Committee meetings open to the public
- Public invited to comment at around 5:35 p.m.
- Opportunities for public engagement in other forums/meetings

➔ Guidelines applied to virtual meeting:



Chatbox: open for introductions and public comment. All other times, host-only chats (PCEF Staff).



Raise Hand: used by Committee only.



Video: on for Committee only.



Microphone: public members muted unless giving public comment or for introductions.



Recording: this meeting is being recorded.



Captioning: this meeting is being captioned; settings > show subtitles.

Guiding Principles



Introductions

Public comment

Agenda

- 5:30 Introductions
- 5:35 Public comment
- 5:40 Committee member roles and recruitment
- Co-chair role
 - Committee member recruitment plan
 - Committee member nomination subcommittee
 - By-laws subcommittee
 - Grant review audit panel
- 5:50 Community Distribution Partner proposal overview
- 6:20 Committee member comments
- 6:30 **PCEF** Meeting close

Committee member roles and recruitment

Committee member roles

- Co-chair role
- Recruitment and nomination plan
 - Nomination subcommittee
- Other Committee member areas of need
 - By-laws subcommittee
 - Grant review audit panel

Co-chair role

- One year term, with a maximum of three years of service
- Responsibilities in by-laws:
 - Convene and conduct both regular and special meetings
 - Encourage full and safe participation by Committee members
 - Assist in the process of building consensus
 - Ensure all participants abide by the Committee's Working Agreement
 - Develop meeting agendas (in consultation with the facilitator and staff liaison)
- Additional roles in draft working agreement:
 - Attend City Council meetings to represent the Committee
 - Sign correspondence on behalf of the Committee
 - Make the public feel welcome at Committee meetings
 - First point of contact for media with the Committee
 - Make sure Committee meeting gets through all required business
 - Make sure all Committee members get a chance to talk
 - Make sure clear decisions are reached

Committee member roles

- Recruitment and nomination plan
 - Nomination subcommittee
- Other Committee member areas of need
 - By-laws subcommittee
 - Grant review audit panel

Community Distribution Partner proposal overview

Community Distribution Partner selection

- Applications open Oct 19 – Nov 30, 2021
- 11 applications received
- Review panel scored all eligible proposals, recommended 8 for funding in the CDP role:
 - 4 affordable housing providers
 - 5-year installation capacity: 2,300 units
 - 4 non-housing community-based organizations
 - 5-year installation capacity: 6,900 units
- Total initial CDP cohort 5-year capacity: 9,200 units

Community Distribution Partners – Defined Cost Structure

- Defined costs approach promotes fairness in compensation across CDPs for similar work performed, judicious costs for the program, and efficient management of CDPs. Separate install cost for housing providers (HPs) and non-housing community-based organizations (CBOs)
- Budget and allocation:

	Per unit install cost		Additional CDP Services Budget	Additional Insurance / demand fulfillment contingency
	\$250	\$400		
Type of CDP	HPs	CBOs		
CDP Split Allocation %	33%	67%		
Number of units	5,000	10,000		
Allocated Cost	\$1,250,000	\$4,000,000	\$500,000	TBD

Community Distribution Partners – Additional capacity pathway

- Currently in conversations with CDPs about defined cost structure and installation capacity.
- To meet additional capacity in near term, propose seeking additional nonprofit housing providers. In year 2 and beyond fill capacity through:
 - Priority 1: Additional nonprofit affordable housing providers
 - Priority 2: Additional nonprofit community-based organizations
 - Priority 3: For-profit direct installation contractors if needed

Community Distribution Partners – Additional information

- Committee Discussion :
 - What additional information would you like before making a decision on Community Distribution Partners?

Committee member comments

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Modified consensus decision making process

- **Proposal** – put forth for consideration by Committee member
- **Temperature check** – each Committee member indicates how comfortable they are with making an affirmative decision
- **Discussion** – additional discussion if needed
- **Amendments** – Committee members can offer amendments to the original proposal
- **Decision** – each Committee member can 1) affirm the proposal, 2) stand aside, or 3) indicate that “no” they do not support the proposal. Note that standing aside is counted as a decision to affirm for the purposes of approving a proposal.

The following minimum number of affirmative decisions is required for a decision to represent the position of the PCEF Committee.

- When 6 or 7 Committee members are present : 5 Affirmative decisions
- When 8 or 9 Committee members are present : 6 Affirmative decisions