

Alameda Municipal Power: Community Benefit Building Electrification Grant
Program

ALAMEDA MUNICIPAL POWER



**ALAMEDA
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A Department of the City of Alameda

Submittal Opening: January 1, 2026
Submittal Deadline: 5:00PM on March 31, 2026
to

ALAMEDA MUNICIPAL POWER
Customer Programs
2000 Grand Street
Alameda, CA 94501
Email: rebates@alamedamp.com

Award Approval Announcements: June 15, 2026

Program Introduction

Alameda Municipal Power has over 18 electrification programs offering generous rebates to the Alameda community. AMP has continually committed to providing affordable ways for customers to electrify their homes and businesses. Motivated by its mission to promote sustainability, AMP consistently looks to implement new, innovative programs to help support its customers and their climate-conscious goals.

Technical expertise and adequate funding are the main limiting factors preventing important electrification projects from being completed. To address these obstacles, AMP launched two pilot programs: the Building Electrification Technical Assistance Services Program and the Community Benefit Building Electrification Grant Program. The Building Electrification Technical Assistance Services Program will support hard-to-reach (HTR) customers with reliable guidance on how to navigate complex electrification projects, while the Community Benefit Building Electrification Grant Program will provide the necessary funding to complete these electrification projects.

Both programs are catered to not-for-profit, community-based organizations that provide services to disadvantaged and vulnerable populations. These types of customers are excluded from most standard income-qualified rebate programs but are essential resources to the marginalized communities they serve. The unique design of these programs aims at solving such issues.

This document will cover the guidelines and requirements of the Community Benefit Building Electrification Grant Program. Any applicants wishing to participate are advised to read through its entirety.

Eligible Applicants

The program will only consider proposals submitted by applicants that meet the following qualifications:

- Is a local 501(c)3 non-profit
- Must operate in the City of Alameda and their actions must support City of Alameda residents and businesses
- Not a political action committee, trade association, government entity, or political candidate

Any applicants that do not meet all of these qualifications will not be able to participate in the program.

Exceptions to the above eligibility requirements are as follows:

- Government-owned buildings in the City of Alameda can participate if the buildings are designated specifically for use by disadvantaged and vulnerable communities as defined in this document.
- Multi-family, low-income housing in the City of Alameda is eligible for this program if heat pump HVAC systems are replacing natural gas furnaces. Properties must have an active Affordable Housing Regulatory Agreement (or similar documentation) with the local housing authority to be considered.

Award Description

The Community Benefit Building Electrification Grant Program will award one or more applicants with funding to complete their electrification projects.

The number of applicants awarded will be dictated by funding availability during the fiscal year time period and award amounts for each selected proposal. Depending on project cost and the number of applicants,

AMP may approve a single or multiple awards, not to exceed \$250,000 total for all projects per fiscal year. The maximum award amount per project will be capped at \$50,000 or 80% of total project cost (the lesser of either value).

Costs that can be covered by the program include but are not limited to: material costs, labor costs, monitoring costs, permitting fees, design/engineering costs, and service upgrade costs. All eligible costs must be directly related to implementing electrification measures. Any costs outside of the designated eligibility requirements cannot be used towards the calculated award amount.

Allocation of the award from AMP to the selected applicant(s) can occur up to 4 phases. Up to 25% of the award amount can be given once selected applicant(s) sign a project contract (Phase 1), up to 25% of the award amount can be given once installation begins (Phase 2), up to 25% of the award amount can be given during installation (Phase 3) and the remaining award amount can be given once the project is fully completed (Phase 4). If preferred, selected applicant(s) can receive a one-time payment of the full award amount once the project is completed. If it is determined that the actual eligible costs are below the award amounts during project completion, the final award will be adjusted accordingly to ensure the total award does not exceed 100% of total project cost.

Proposal Review and Selection

Proposals will be reviewed and selected based on the following criteria. Proposals that meet the below criteria will be most competitive for grant funding:

- Demonstrates electrification of natural gas appliances and equipment within the proposed project site in order to reduce green house gas emissions
- Project site and the applicant provides services and benefits to disadvantaged and vulnerable communities within the City of Alameda
- Requested award amount is within the remaining program budget for the fiscal year in which the application is submitted and does not exceed maximum program award values
- Timeline is reasonable and the project can be completed within 18 months of the award date

The weighted scoring of each criterion will be at the sole discretion of AMP and will be subject to change if deemed appropriate.

Applications will be evaluated using a scoring rubric, with a total possible score of 100 points. Minimum passing score is 70 points.

The selection committee (AMP staff) will evaluate the submitted proposals and make a recommendation to the awarding authority, AMP's General Manager.

The building(s) being referenced in the submitted proposals must be located in the City of Alameda and must be owned and/or operated by the applicant.

Proposals must be submitted by the designated due date on the first page of this document in order to be considered for the program.

Program Overview

Here is an overview of the program's progression:

1. Program officially opens at the announced start date and AMP begins accepting applications/proposals submitted by interested applicants.
2. Applicants submit their completed, signed applications to AMP via email by the set deadline date.
3. If any corrections or questions about a specific proposal are requested by AMP, applicants must respond to AMP before the deadline date.
4. Applications are due by 5:00PM on the advertised deadline. No applications will be accepted after this deadline for the current program year.
5. AMP will review and select applications based on the criteria mentioned in the previous section with support from the Building Electrification Technical Assistance Services Program. The technical assistance team will collaborate with the owner cohort to explore any untapped opportunities and obtain bids for their projects, enabling AMP to finalize project site selections based on scopes, bids, timelines and other relevant factors.
6. AMP will inform selected applicants of their award amounts and will draft and execute the agreement documents (i.e. LETTER OF COMMITMENT). Projects that are not selected for funding will be considered in future funding years.
7. Project work will be allowed to begin by the awarded applicants, and quarterly reports will be sent to AMP regarding the status of these projects.
8. Once the project is completed, AMP will conduct a final review and study of the project.
9. Participants will complete a post-project interview within 6 months after the completion of the project.

Reporting Requirements of Awarded Applicants

- Quarterly status reports, including pictures/videos, a statement of expenditures to date, and a description of the progress of the project until project is fully completed.
- Post-project interview conducted by AMP in which the participants will comment on their experience with the program.
- Permission for AMP to promote and market the program at the project site once the project is fully completed.

Conditions of Phase 1 Award Amount

- Signed contract/agreement for approved scope of work between applicant and contractor
- Executed letter of commitment between AMP and applicant
- Proof of payment for eligible costs

Conditions of Phase 2 Award Amount

- Issued building permit
- Proof of payment for eligible costs

Conditions of Phase 3 Award Amount

- Photographs of installation

- Proof of payment for eligible costs

Conditions of Phase 4 Award Amount

- All final invoices of the project
- Final, signed building permit
- Final scope of work (with any changes included)
- Post-inspection of project by AMP

Program Policies

Applicants that are awarded grant funds from this program are required to return any and all awarded grant funds immediately and considered ineligible to submit a new grant application should any of the following occur:

- Misuse of grant funds
- Failure to provide documentation demonstrating that grant funds were spent in the manner approved by AMP
- Failure to follow the policies and terms outlined in this application and the corresponding LETTER OF COMMITMENT document
- Material or scope changes to the project without prior approval from AMP

Submission of an application in no way obligates AMP to award a grant and AMP reserves the right to reject any or all applications at any time without penalty. AMP reserves the right to reject any and all applications if AMP identifies a potential conflict of interest or the appearance of conflict of interest. Staff shall report any distributions in accordance with applicable tax law.

Awarded applicants shall maintain sufficient books and records in accordance with generally accepted accounting principles. AMP shall have the right to audit the books and records of the awarded participant up to three (3) years from the final date of disbursement of grant funds for the purpose of verifying any and all reimbursement requests made by the grant recipient.

The awarded applicant is solely responsible for the design, implementation, and construction of the project, including selection of designer(s), manufacturer(s), contractor(s), or installer(s). The applicant's agreements with any contractors and/or designers related to installation of the Project shall require proper licensure for the work performed; shall comply with the California Business & Professions Code and all other legal requirements; shall require sufficient insurance to cover the design and construction of the facilities; and shall acknowledge that none of these parties are a third-party beneficiary to this document or other documents related to this program.

Disadvantaged and vulnerable communities are defined as groups that are more susceptible to imbalanced societal obstacles than the general population. Such examples include but are not limited to: children, indigenous people, LGBTQIA+ individuals, immigrants and migrants, elderly individuals, persons with disabilities, unhoused individuals, religious and ethnic minorities, persons living with HIV/AIDS or other chronic illnesses, ex-combatants, women and girls, and low-income individuals or households.

To Apply

Any interested parties wishing to apply for the Community Benefit Building Electrification Grant Program will need to fully complete the APPLICATION section below.

Please send all completed applications to rebates@alamedamp.com by the due date listed on the first page of this document.

APPLICANT DETAILS

Name of Organization:

Organization EIN:

Site Address:

Organization Website:

Applicant Contact Name:

Applicant Phone Number:

Applicant Email:

Organization Decision Maker Contact Name (if different from Applicant Contact Name):

Description of Organization’s Purpose/Mission and how it serves the Alameda community:

Description of how the AMP grant would help enhance community services provided by the organization, ensuring that the benefits of the funding indirectly reach and positively impact disadvantaged and vulnerable communities:

Detailed Description of Proposed Electrification Project (location, existing and proposed technology, timeline, etc.). If proposed project is undefined, provide a narrative description of existing gas end uses at the site and willingness/interest to convert these to high efficiency electric alternatives:

Building Ownership (if different from above):

Describe current lease agreement and terms (years remaining on lease, nonprofit tenant ability to make TI changes to major building systems, and building owner approval process:

Building Company Name:

Owner Contact Name (decision maker):

Owner Phone Number:

Owner Email:

Self Attestation (Check All That Apply)

- I certify that our organization is a 501(c)3 non-profit in good standing with the Internal Revenue Service
- I certify that our organization provides affordable housing as defined by this program
- I certify that our organization provides services in the City of Alameda
- I certify that no one in our organization's leadership is directly affiliated with the City of Alameda. If this is not the case, please specify:

- I certify that I will ensure all reporting, financial, and legal requirements are complete and met if selected to receive funding through this program.

I have read and agree to the guidelines in this document and certify that the application meets all required criteria and that all information provided by the applicant is true and correct.

Full Name and Title

Signature

Date

SCORING RUBRIC

Category	Criteria	Points	Scoring Guidance
1. Greenhouse Gas (GHG) Reduction	1. Replaces natural gas appliances/equipment with electric alternatives that directly reduce greenhouse gas emissions.	0–25	25 = Multiple high-impact electrification measures with substantial GHG reductions; 15 = Single significant electrification measure; 5 = Minimal emissions impact; 0 = No clear GHG benefit.
2. Organizational Capacity & Readiness	2.1 Organizational experience and capacity to manage funds and complete the project.	0–15	15 = Organization capacity and/or experience in completing similar projects on time and within budget; 8 = Some relevant experience; 0 = No demonstrated capacity.
	2.2 Project readiness and feasibility, including secured permits, realistic cost estimates, and achievable 18-month timeline.	0–10	10 = All permits and appropriate approvals are ready to be submitted and/or granted, cost estimates documented, timeline realistic; 5 = Some gaps in readiness; 0 = No readiness demonstrated.
3. Financial Stewardship	3.1 Budget clarity and cost-effectiveness.	0–15	15 = Clear, itemized budget with allowable costs, competitive bids; 8 = Some budget clarity but lacks full documentation; 0 = Budget unclear or contains ineligible costs.
	3.2 Leverage of other funding sources.	0–10	10 = 50% cost sharing with additional funding; 5 = 80% cost sharing with additional funding; 0 = No additional funding.
4. Community Benefit & Equity	4. Directly serves and benefits disadvantaged and vulnerable communities in the City of Alameda.	0–25	25 = Serves primarily disadvantaged and vulnerable communities; 15 = Serves mixed community with significant disadvantaged and vulnerable population; 5 = Serves primarily general population; 0 = No clear benefit to disadvantaged and vulnerable groups.

Scoring Notes

- **Minimum Passing Score:** 70 points (to ensure projects meet baseline quality and readiness).
- In the event of a tie, preference goes to:
 - Projects with highest underserved community impact score.
 - Projects with earliest completion timeline.
- Reviewers must provide **written justification** for each score to maintain transparency.