Section I. Portfolio Outline

1. Executive Summary
   This chapter is a short summary of the request including the key elements of the portfolio and the funding request.
   1.1 Summary Table (see Attachment 1)

2. Policy Context: Portfolio Consistency with Policy Framework
   2.1. Energy Action Plan
   2.2. Administration Decision
   2.3. Targets and Targets Decision
   2.4. Avoided Costs
   2.5. Policy Rules
   2.6. Performance Basis and EM&V Protocols
   2.7. Discussion of how PAG/PRG Process and Portfolio Design Consistent with the Policy Framework- (Criteria 14)
   2.8. Governor’s Green Building Executive Order- (Criteria 15)

3. Portfolio Description
   3.1. Description of Portfolio
       3.1.1. Describe outstanding features of portfolio and provide a clear statement of the administrator’s goals/definition of success- (see 4.14/05 discussion of criteria 2)
       3.1.2. Describe the strategies that will be used to meet the portfolio savings goals and a vision for how to get there on a sector by sector basis (see 4/14/05 memo criteria 1)
       3.1.3. Integration with DR and renewables (criteria 7)
       3.1.4. How the portfolio differs from past program portfolios
       3.1.5. Discussion of challenges IOU foresees in implementing the proposed portfolio
       3.1.6. Description of proposed statewide marketing effort
       3.1.7. Description of approach to portfolio level quality assurance and inspection (pre-inspection and post-inspection rate)
       3.1.8. Description of how portfolio diversifies risk in meeting savings goals (criteria 4 & 10)
       3.1.9. Description of how portfolio leverages state, regional and national efforts (criteria 9)
       3.1.10. Description of how the portfolio “plants the seeds” for a future ramp-up in savings to meet the more aggressive targets beyond 2008 (criteria 10)
       3.1.11. Discussion of how the IOUs plan to continually improve the portfolio during the program cycle (and what strategic planning initiatives will continue beyond June 1) Criteria 8 and 13
       3.1.12. Description of how programs delivered by all implementers within the portfolio will be coordinated to ensure success (criteria 12)

   3.2. Savings and Funding by Year
       3.2.1. CPUC-adopted IOU-specific targets
       3.2.2. Total Energy Impacts by year (annual and lifecycle savings; LIEE, EE and total).
               Methods used to develop energy impacts
       3.2.3. Funding by Year (PGC vs. Procurement; nominal dollars)
       3.2.4. Total TRC Costs to Customers by year
       3.2.5. Environmental benefits (annual and lifecycle CO2, NOx, and SO2 reductions)
       3.2.6. Funding allocation and savings proportions between res, NC, and C&I
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3.2.7. **Funding allocations and savings proportions between IOU/continued third party and competitive bid, partnership, statewide vs local/service area specific.**

3.2.8. **How funding allocations are consistent with CPUC policy.**

3.2.9. **Summary Table (see Attachment II)**

3.3. **Portfolio Level Data Requirements** (Portfolio Level TRC & PAC tests (ratios), levelized costs, net TRC benefits)

3.3.1. **Summary Table (see Attachment II), combined with table for Section 3.2**

3.4. **Recommendations from PAG, PRG and Public Workshops-(Criteria 5)**

3.4.1. Substantive or primary recommendations gathered from the PAG and PRG

3.4.2. IOU approach to responding to and incorporating PAG and PRG recommendations

3.4.3. Listing of items which were incorporated into portfolio, items which were not incorporated into portfolio, and an explanation

3.5. **Program Level Data Requirements**

3.5.1. Listing of each program with calculated TRC/PAC, levelized cost, total budget, projected energy savings/demand reduction, total benefits, total costs, etc.

3.5.2. Program and Program Element (market segment, end use, strategy)

3.6. **Total IOU Portfolio Budget** – Include the following budget subcategories - {detailed by subcategories listed below for June filing – additional budget detail to be filled after June}

3.6.1. **Administrative**

3.6.1.1. Other Administrative

3.6.1.2. **Overhead**

3.6.2. **EM&V and Policy Oversight**

3.6.2.1. IOU Administered MA&E Activities

3.6.2.2. Process Evaluation

3.6.2.3. Evaluation Support to CPUC

3.6.2.4. CALMAC related activities

3.6.2.5. CPUC/CEC Evaluation and policy oversight

3.6.3. **Direct Implementation**

3.6.3.1. **Financial Incentives**

3.6.3.2. Activity

3.6.3.3. **Installation**

3.6.3.4. Hardware & Materials

3.6.3.5. Rebate Processing & Inspection

3.6.4. **Marketing**

3.6.4.1. Program Specific Marketing

3.6.4.2. Statewide Marketing

3.6.5. **Costs recovered from other funding sources** – (non EE funding, e.g. distribution rates, etc.) - not reflected in budget total for program/portfolio budget planning

4. **Fund-Shifting and Portfolio Flexibility Proposal- (Criteria 3)**

4.1. Funding shifting across programs or sectors (Res, NC and C&I)

4.2. Fund shifting across budget categories

4.3. Process for requesting greater fund-shifting authority

4.4. Proposal for flexibility to shift portfolio and program plans as market circumstances change

5. **Competitive Bid Programs**

5.1. **Areas of Portfolio to be Bid and rationale for selecting those areas**
6. Evaluation, Measurement and Verification
   6.1. EM&V Plans, funding levels and budget allocations across study categories – jointly developed by IOUs and ED after obtaining input from public and CEC (D.05-01-055, mimeo p. 156.)
   6.2. Program Design Evaluation and Market Assessment Studies

7. Revenue Request and Funding Proposal (D.04-09-060, Ordering Para. 4)
   7.1. PGC levels
   7.2. “Procurement” revenue flow and recovery
   7.3. Rate impact
   7.4. Bill Impacts

8. Conclusion

9. Appendices
   9.1. Additional sections added at the IOU’s discretion and PRG’s request
   9.2. PRG Assessment
   9.3. Internal IOU structure for portfolio planning, management, and competitive bidding
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Section II. Program Outline - Program Specific Filing (IOU, Continued Successful 3P and Partnership Programs) – For each proposed program, the IOUs will provide the following information. Provide similar information for individual program elements if programs involve multiple strategies:

1. **Projected Program Budget** – detailed by subcategories listed above for Portfolio Filing – additional budget detail to be filed after June.
2. **Projected Program Impacts** - Projected kW (summer peak, noncoincident peak, peak reduction using load factor per savings goals), KWh and Therm impacts (all net and by calendar year)
3. **Program Cost Effectiveness** – TRC & PAC Test Results, Levelized Costs and Methodology
4. **Program Descriptors**
   - Market Sector, Program Classification (SW, local), Program Status (New, Existing, Modified), etc.
5. **Program Statement**
   - Statement of problem (i.e. market failure, etc.) that program is attempting to address.
   - *(For example: Commercial building owner are reluctant to re-commission their buildings because of long payback, lack of knowledge, split incentive)*
6. **Program Rationale**
   - Describe how the program will address the problem stated in 1a. Why is this program being advanced instead of other program approaches? What is the potential of this program compared to other program opportunities. Discussion of how lost opportunities are minimized by the program.
   - *(For example: There is a large untapped potential in commercial building retro-commissioning)*
7. **Program Outcomes**
   - What are the desired results of the program?
   - *(For example: Encourage commercial building owners to commission their buildings)*
8. **Program Strategy**
   - Methods deployed by program in order to obtain program outcomes
   - *(For example: Provide no cost initial audits and vouchers for retro-commissioning projects to cover half of the retro-commissioning cost or $50,000 dollars, whichever is less. Provide free training to building operators.)*
9. **Program Objectives**
   - Specific milestones (preferably measurable but not necessarily quantitative) that are expected to be accomplished by implementing the program strategies.
   - *(For example: Get 50 building owners each year to agree to audit their buildings; get 25 buildings retro-commissioned per year; enroll, train, and graduate 40 building operators per year)*
10. **Program Implementation**
    - Describe the expected mechanics of the program to the extent that they are known
    - *(For example: Customer representatives will contact large building owners and inform them of opportunity; IOU marketing subcontractor will make presentation at the next Building Operator Association meeting, etc.)*
11. **Customer Description**
    - Describe the customer targeted by the program
12. **Customer Interface**
    - Describe how the program will be presented to customers to ensure that the EE programs are easy for customers to use.
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13. Energy Measures and Program Activities

13.1. Prescriptive Measures. For each measure, include the following in the adopted cost-effectiveness calculator and Portfolio Workbook (no need to duplicate measure list in the narrative):

13.1.1. Measure Name
13.1.2. Unit Goals (include workpapers used to derive goals)
13.1.3. Per unit Gross kW Demand Reduction
13.1.4. Per measure kWh savings
13.1.5. Per measure Therm savings
13.1.6. Avoided Cost
13.1.7. Incremental Measure Cost (IMC)
13.1.8. Net-to-Gross Ratio (NTG)
13.1.9. Effective Useful Life (EUL)
13.1.10. Attributes of measure/program (market sector, end use, climate zone, etc)
13.1.11. Indication of whether or not measure data is from DEER

13.2. kWh Level Data – for SPC, whole house retrofit, whole building projects-type activities the IOUs will provide the same level of detail as required for measures using the adopted cost-effectiveness calculator and Portfolio Workbook (no need to duplicate measure list in the narrative).

13.3. Non-energy Activities (Audits, Trainings, etc.) Duplicate activity description (item 12.3.3) in narrative.

13.3.1. End Use Load (if applicable)
13.3.2. Targeted Sector (if applicable)
13.3.3. Activity Description
13.3.4. Quantitative Activity Goals
13.3.5. Assigned attributes of the activity (market sector, end use)

13.4. Subcontractor Activities — Description of activities expected to be performed by subcontractors (Include in Narrative and Workbook)

13.5. Quality Assurance and Evaluation Activities — Description of expected quality assurance and evaluation activities. (Include in Narrative and Workbook)

13.5.1. Expected number/percent of inspections (planned percent of projects) Include in narrative only

13.6. Marketing Activities — Description of expected program level marketing activities. Include in narrative only

14. Conclusion

15. Appendices

15.1. Studies (provide study ID if on CALMAC, provide link if available on web, provide copy if not available on web) and workpapers used to develop energy savings assumptions, end use load shapes, h-factors and other assumptions that go into the cost benefit analysis and energy and demand impact projections. Provide mapping from measure/program to study/workpaper in appendix. NOTE – WORKPAPERS FOR MAY 9 DR MAY BE SUBMITTED BY MAY 16