# Non-Profit Community Partnership Grant Program
# Application Form

Complete this form and submit it via email to nonprofitgrants@ladwp.com along with the other required documents by 3:00 PM on Thursday, December 31, 2026.

Applicants responding to **more than one grant opportunity** must complete and submit a **separate Application Form for each grant**.

For more information on the Community Partnership Grant Program, and how to complete this form, see the Los Angeles Department of Water and Power Grant Announcement.

## Eligibility Criteria

Applicants must meet the following eligibility criteria:

1. **Have maintained 501(c)3 status continuously for the past two (2) years.**
   a. Include a copy of the IRS Determination Letter with your application.
2. **Currently maintain an office located within the City of Los Angeles.**
   a. Acceptable documentation reflecting the address may include, but is not limited to, a lease agreement or utility bill. Additionally, evidence of regular staffing, such as business hours posted on the organization's website or signage at the location, is required.

**Evaluation Criteria (Scoring)**

| Criterion | Description | Points |
|---|---|---|
| Addressing Local Area Needs | Demonstrates understanding of and alignment with the needs of targeted communities, especially disadvantaged areas. | 20 |
| Past Performance with Behavior Impacting Programs | Evidence of successful implementation of programs that influenced customer behavior (e.g., energy or water conservation). | 5 |
| Cost-Effectiveness and Viability of Proposal | Budget is reasonable, well-justified, and supports proposed activities effectively. | 25 |
| Projected Impacts | Expected outcomes such as sustainability benefits, measurable behavior changes, program enrollment, and other related impacts. | 20 |
| Proposed Tracking and Quantification Methods | Clear plan for measuring outreach, engagement, and results using reliable tools and methods. | 20 |
| Innovation | Incorporation of creative strategies, partnerships, or technologies to enhance outreach and engagement. | 10 |

# About Your Organization

| Organization Name | Address | City | State | Zip |
|---|---|---|---|---|
| | | | | |

| Date of 501(c)3 Status | |
|---|---|

| Project Manager Name | Email Address | Phone Number |
|---|---|---|
| | | |

## ***Tell Us About Your Experience with Behavior-Impacting Programs***

Show a track record of providing community services in education, energy, water, or economic issues. Demonstrate commitment to sustainability in present and future programs.

**What are behavior-impacting programs?**

- These are structured programs designed to change or influence people's actions or habits. They can be used in schools, clinics, workplaces, or communities.
  - Example: A tree planting campaign that partners with residents to adopt and care for shade trees in their yards.

**What's your organization's experience?**

- In the space below, share a couple examples of programs your organization has run or participated in that aimed to change behavior. Describe what the program was, who it targeted, and what results or changes you observed.

| | |
|---|---|
| **Behavior-Impacting Program Name** | |
| **Program Description** | |
| **Outcomes** | |
| **Behavior-Impacting Program Name** | |
| **Program Description** | |
| **Outcomes** | |

# Grant Application

**Grant Category and Location – Please tell us:**

- Which grant category are you applying for?
  - In the space below, please specify the type of grant from the announcement you are applying for.
- Where will the grant be focused?
  - List the neighborhoods or areas within the City of Los Angeles where your project will take place.

| **Grant Category** (List One Only) | **Geographic Area** (Neighborhood and Region, See Appendix In Announcement) |
|---|---|
| | |

## Planned Education and Outreach Activities Overview

In the tables below, please describe the education and outreach efforts your organization plans to carry out to meet the goals of the special category grant. Be sure to refer to the grant announcement for specific category descriptions.

Details to Include in Your Response:

1. Activities Description
   - What specific outreach or educational activities will you conduct?
   - Where will these activities take place (e.g., neighborhoods, schools, community centers, etc.)?
   - How often will they occur (e.g., weekly, monthly, etc.)?
   - How will they be delivered (e.g., in-person, virtual, printed materials, digitally, etc.)?
2. Audience Reach
   - Estimate how many people you expect to reach.
   - Break this down by community segment (e.g., seniors, renters, small businesses, non-English speakers).
3. LADWP Program Support
   - If your activities will support any LADWP Customer Programs or Services, please name them.
   - Indicate how your outreach will promote or enhance these programs.
   - Include participation targets (e.g., number of sign-ups, attendees, or referrals).
4. Impact and Recognition
   - What outcomes do you expect from your outreach (e.g., increased awareness, behavior change, program enrollment)?
   - How will you measure success?
   - Describe how LADWP will be recognized through your efforts (e.g., logo placement, verbal acknowledgments, co-branded materials).

5. Tracking and Measurement
   - How you will count people reached (e.g., event attendance, flyer distribution, social media metrics).
   - How you will track engagement (e.g., sign-ins, surveys, Q&A participation, workshop interaction).
   - How you will record referrals or sign-ups for LADWP programs or partner services.
   - What tools or systems you will use to collect and analyze data (e.g., digital tracking, forms, partner reports).
   - How often data will be reviewed and who is responsible for tracking and reporting. - How the information will be used to adjust or improve program activities.

***Note:*** *Research activities are permissible only if they contribute to the educational and outreach components of the project and may constitute up to one-third of the project's activities.*

***Note:*** *While retrofits for the organizations' own facilities will not be funded, up to one-third of the proposed budget may include retrofits and/or physical demonstrations at other locations within the City of Los Angeles serving as outreach and education tools for the program.*

***Peer Facilitator Applicants:*** *Use the tables below to describe the activities you will provide to assist grantees in reaching their project goals. Please attach a separate document to explain your experience with tracking project activities, utility savings, and/or behavior change. What assistance can you offer to the other grantees in this regard?*

| Activity | How Many Times? | # of Guests? | Where/Location(s) |
|---|---|---|---|
| | | | |
| **Community Segment** | | **LADWP Programs and Recognition** | |
| | | | |
| **Description of Outreach (How)** | | **Tracking and Measurement** | |
| | | | |

| Activity | How Many Times? | # of Guests? | Where/Location(s) |
|---|---|---|---|
| | | | |
| **Community Segment** | | **LADWP Programs and Recognition** | |
| | | | |
| **Description of Outreach (How)** | | **Tracking and Measurement** | |
| | | | |

| Activity | How Many Times? | # of Guests? | Where/Location(s) |
|---|---|---|---|
| | | | |
| **Community Segment** | | **LADWP Programs and Recognition** | |
| | | | |
| **Description of Outreach (How)** | | **Tracking and Measurement** | |
| | | | |

| Activity | How Many Times? | # of Guests? | Where/Location(s) |
|---|---|---|---|
| | | | |

| Community Segment | LADWP Programs and Recognition |
|---|---|
| | |

| Description of Outreach (How) | Tracking and Measurement |
|---|---|
| | |

| Activity | How Many Times? | # of Guests? | Where/Location(s) |
|---|---|---|---|
| | | | |

| Community Segment | LADWP Programs and Recognition |
|---|---|
| | |

| Description of Outreach (How) | Tracking and Measurement |
|---|---|
| | |

| Activity | How Many Times? | # of Guests? | Where/Location(s) |
|---|---|---|---|
| | | | |

| Community Segment | LADWP Programs and Recognition |
|---|---|
| | |

| Description of Outreach (How) | Tracking and Measurement |
|---|---|
| | |

| Activity | How Many Times? | # of Guests? | Where/Location(s) |
|---|---|---|---|
| | | | |

| Community Segment | LADWP Programs and Recognition |
|---|---|
| | |

| Description of Outreach (How) | Tracking and Measurement |
|---|---|
| | |

## Anticipated Budget

In the spaces below, please list below anticipated costs for the projects to be completed with the grant funding.

1. **Labor and Overhead**
    - **Position Title:** [Insert job title, e.g., Outreach Coordinator]
    - **Primary Tasks:** [Briefly list key responsibilities, e.g., conduct community workshops, distribute educational materials, track participant data]
    - **Hourly Rate:** $ [Insert hourly wage]
    - **Estimated Hours:** [Insert number of hours expected to be worked over the course of the project]

***Note** : Up to one-third of the proposed budget may include retrofits and/or physical demonstrations at other locations within the City of Los Angeles, serving as outreach and education tools for the program. However, retrofits for the organization's own facilities will not be funded.*

| | | | | | |
|---|---|---|---|---|---|
| **Position** | | | | **Quantity** | |
| **Primary Tasks** | | | | | |
| **Labor: Hourly Rate** | | **# of Hours** | | **Total** | $ |
| **Position** | | | | **Quantity** | |
| **Primary Tasks** | | | | | |
| **Labor: Hourly Rate** | | **# of Hours** | | **Total** | $ |
| **Position** | | | | **Quantity** | |
| **Primary Tasks** | | | | | |
| **Labor: Hourly Rate** | | **# of Hours** | | **Total** | $ |

**2. Marketing Materials**

| Description of Materials | Quantity | Costs |
|---|---|---|
| | | |
| | | |
| | | |
| | | |
| **Totals** | | $ |

**3. Other Costs? (Please describe other expenses, and their purpose, not included in the categories above)**

| Description | Purpose | Costs |
|---|---|---|
| | | |
| | | |
| **Total** | | $ |

| **Total Anticipated Costs** | $ |
|---|---|

***Certification:*** *I hereby certify that I am authorized to bind this organization to a Memorandum of Understanding with the Los Angeles Department of Water and Power, if awarded funding under this solicitation.*

Signature of authorized official: _____ Date: _____

Print Name: _____ Title: _____

Submit completed application, with signature, to: **nonprofitgrants@ladwp.com**

**APPLICATION DUE BY 3:00 PM ON THURSDAY, DECEMBER 31, 2026**