

**CALIFORNIA CONSERVATION CORPS
PROPOSITION 39 ENERGY OPPORTUNITY SURVEY
PROGRAM OVERVIEW**

Thank you for your interest in using the CCC for an Energy Opportunity Survey. The CCC Energy Corps conducts Proposition 39-funded Energy Opportunity Surveys (designed to meet and exceed ASHRAE Level 1 standards for school buildings) for Local Educational Agencies (LEAs) throughout California. The CCC’s Energy Opportunity Survey is consistent with the California Energy Commission (CEC) Proposition 39 Draft Guidelines, Step 5 – Energy Project Identification. It is appropriate for all Proposition 39 funded energy-efficiency projects that do not require an ASHRAE Level 2 energy audit, as defined by the CEC’s Proposition 39 Draft Guidelines.

Locations

The following CCC centers have Energy Corps crews. If your particular location is not listed, please contact Energy Corps staff as CCC Energy Corps crews may still be able to assist you.

CCC Energy Corps Locations	Geographic Location Served
Redding	Redding-Northern California
Napa	Napa-San Francisco Bay Area
Sacramento	Sacramento
San Jose	San Jose – Bay Area
Los Padres	San Luis Obispo – Central Coast
Fresno	Fresno-San Joaquin Valley
Pomona	Pomona-Los Angeles Area
Los Angeles	Los Angeles Area
San Diego	San Diego Area

Selection Criteria

LEAs will be selected on a ***first-come, first-served basis*** within the geographic range of Energy Corps locations based on crew availability. If multiple applications are simultaneously received for a particular location, priority in this order will be given to:

- LEAs with Energy Opportunity Survey requests that maximize corpsmember training and workforce development
- LEAs with an Average Daily Attendance of 5,000 or less
- LEAs with greater percentages of Free and Reduced Priced Meals

To ensure that a broad range of LEAs are served, the CCC may limit the number of surveys per LEA.

The CCC Energy Corps will:

- Perform Energy Opportunity Surveys which include:
 - Data collection
 - Data analysis and Report of Findings and Recommendations performed by energy-efficiency experts
- Provide educational materials
- Provide crews that are:
 - Properly trained and equipped to complete the surveys and supervised by a civil service staff member
 - Composed of and supervised by individuals who have passed background checks demonstrating that they have not been convicted of, and are not facing charges for, any violent or serious felony as defined in California Penal Code, sections 667.5 (c) and/or 1192.7 (c); and their names do not appear on the National Sex Offender Public Registry (NSOPR also known as the NSOPW)
- Require agreement by LEAs to the CCC Energy Opportunity Survey [General Terms and Conditions](#) prior to submitting the Energy Opportunity Application

**CALIFORNIA CONSERVATION CORPS
PROPOSITION 39 ENERGY OPPORTUNITY SURVEY PROCESS**

Step 1: LEA completes Application for Energy Opportunity Survey

- Upon determining that the CCC's Energy Opportunity Survey meets the LEA's needs, LEA completes an application* for the CCC Prop. 39 Energy Opportunity Survey which is located on the CCC's website at www.ccc.ca.gov
 - LEAs are encouraged to contact CCC Energy Corps staff by email at energycorps@ccc.ca.gov or by phone at 530/645-9974 with any questions
 - Completed applications can be sent electronically to energycorps@ccc.ca.gov or mailed to the CCC at: CCC Energy Corps, 1719 24th Street, Sacramento, CA 95816
- * LEAs are required to review and agree to the General Terms and Conditions for using the CCC, which is included with the Application.*

Step 2: CCC Energy Corps staff reviews the Energy Opportunity Survey Application

- If the LEA meets the selection criteria and the application is accepted, Energy Corps staff will contact the LEA to discuss the LEA's application and next steps
- If the application is not selected, Energy Corps staff will contact the LEA to discuss the reason it was not chosen

Step 3: LEA provides the CCC with 12 months of utility use data and a map of the school facilities

- Utility use data – can be utility release form or customized letter authorizing the CCC to review utility bills and/or information downloaded from LEA's account and sent to the CCC via attachment
- Emergency evacuation plan for the buildings to be surveyed

Step 4: LEA completes and submits the Energy Opportunity Survey Project Worksheet

- CCC Energy Corps staff will email and work with the LEA to complete the Energy Opportunity Survey Project Worksheet
- Completed Project Worksheets can be sent electronically to energycorps@ccc.ca.gov or mailed to the CCC at: CCC Energy Corps, 1719 24th Street, Sacramento, CA 95816

Step 5: CCC Energy Corps staff reviews the Energy Opportunity Survey Project Worksheet

- Once the Project Worksheet is complete, the CCC and LEA finalize the Project Worksheet, schedule the Energy Opportunity Survey and arrange logistics

Step 6: The CCC conducts the on-site Energy Opportunity Survey of the building(s)

- The CCC interviews the school facility manager
- CCC crews will need access to inside, outside, roof tops, and Heating/Air Conditioning and Refrigeration units of all buildings to be surveyed
- The CCC provides survey and utility use data to the UC Davis Energy Efficiency Center or other energy survey partners for analysis

Step 7: The CCC's Energy Opportunity Survey Partners analyze data, develop recommendations and generate final report

- Recommendations made for energy-efficiency projects will align with the LEA's expected energy-efficiency investment
- Final report will be delivered to the LEA