

## **ATTACHMENT 2**

### **STATEMENT OF PROJECT OBJECTIVES (SOPO)**

**Recovery Act - State Electricity Regulators Assistance - State of Washington**

#### **A. OBJECTIVES**

The objectives of this initiative are to: 1) increase the capacity of state PUCs to manage a significant increase in dockets and other regulatory actions resulting from ARRA electricity-related topical areas; 2) facilitate timely consideration by PUCs of regulatory actions pertaining to ARRA electricity-related topical areas; and 3) create jobs.

The initiative focuses on building state PUC capacity to ensure timely consideration by appropriate regulatory processes for ARRA electricity-related topical areas. Electricity-related ARRA topical areas include, but are not necessarily limited to: energy efficiency, electricity-based renewable energy, energy storage, smart grid, electric and hybrid-electric vehicles, and demand response equipment, coal with carbon capture and storage, and transmission.

#### **B. SCOPE OF WORK**

The following activities are addressed:

- Increasing the capacity of the State PUCs to manage a significant increase in dockets and other regulatory actions resulting from ARRA electricity-related topical areas; and
- Facilitating timely consideration by PUCs of regulatory actions pertaining to ARRA electricity-related topical areas.

The projects will be assessed according to the following performance metrics:

- Number of electricity specialists hired by the PUC,
- Number of PUC electricity specialists trained in ARRA electricity-related topical areas, and
- Number of ARRA electricity-related dockets managed by the PUC.

#### **C. TASKS TO BE PERFORMED**

##### **Task 1.0 - Project Management Plan**

The Recipient will prepare a Project Management Plan that details the work elements (e.g., administration of the grant, opening and managing dockets, conducting workshops or other proceedings on topics relevant to this FOA, etc.), required to manage and report on activities in accordance with the ARRA and grant requirements. This Plan will also document the project plan and budget for carrying out all Tasks and completing all Deliverables under this Grant. With the understanding that PUC workload is at times unpredictable, it is anticipated that this document will be periodically revised during the performance period, but at all times will provide sufficient detail to plan, carry out and monitor all project activities.

**Task 2.0 – Workforce Development Plan**

The Recipient will prepare and follow a Workforce Development Plan that results in development of in-house expertise within the PUC funded by this FOA. The Plan will address acquiring/hiring, retaining, and training personnel in electricity topic areas.

**Task 3.0 – ARRA Case Monitoring Reports**

The Recipient will provide quarterly reports summarizing the status of all ARRA electricity-related PUC activities (e.g., typical PUC work products, such as dockets, final orders, legal findings, workshops, etc.) being serviced by staff supported with funding under this FOA. The reports shall include key dates for the PUC work products, as well as the work products themselves. Actual work products may not necessarily be included if a summary of each with a URL link to the PUC website for the full work product is provided. For example, the name of any docket and a link to the docket itself may be provided.

**D. DELIVERABLES**

Reports shall be submitted in accordance with the "Federal Assistance Reporting Checklist" and the instructions accompanying the checklist included as Attachment 3 to this agreement. In addition, the following deliverables, as well as the deliverables identified/described in the Project Management Plan, are required:

**Deliverable 1.0** – Project Management Plan (Plan due 60 days after the award and revised as necessary throughout the performance period.)

**Deliverable 2.0** – Workforce Development Plan (Plan due 90 days after the award and revised periodically if necessary throughout the performance period.)

**Deliverable 3.0** – ARRA Case Monitoring Reports (The initial Report is due six months after the award and subsequent reports are due thereafter on 3 month intervals.)