

WILL ADD HEADER – Governor and ODOE logos

Charter for Community Renewable Energy Grant Program Advisory Committee

- 1. Authority.** Community Renewable Energy Grant Program Advisory Committee is established under and operated in accordance with section 32 of [HB 2021](#), which provides that “the Director of the State Department of Energy may appoint an Advisory Committee on Community Renewable Investment to provide consultation on the implementation of sections 29 to 32” of [HB 2021](#).
- 2. Goals and Purpose.** This charter is intended to provide clarity and explain the processes for meetings and responsibilities of the Community Renewable Energy Grant Program Advisory Committee and the Oregon Department of Energy (Department).

The primary goals of the Community Renewable Energy Grant Program are to provide grants to encourage community renewable energy projects that support resilience and environmental justice communities. The input and engagement of this Advisory Committee in developing the draft rules when the program was first created in 2021 has fostered close communication and collaboration with the Department, partners, and communities that will help make the Program goals successful. A broad purpose of this Advisory Committee is to continue to be engaged and informed of the program implementation and operations to support and provide feedback on outreach, reporting, and possible future program rule changes.

- 3. Membership.** The Department serves as chair of the advisory committee. The [current roster of the advisory committee](#) is available on the Department’s website. Section 32 of [HB 2021](#) details that an advisory committee shall consist of:
 - (1) A member of the Environmental Justice Task Force;
 - (2) A representative of Business Oregon;
 - (3) A representative of electric companies;
 - (4) A representative of consumer-owned utilities;
 - (5) A representative from an organization that represents community renewable energy development;
 - (6) A representative from a federally recognized Oregon Indian tribe;
 - (7) Three representatives of local government to represent the interests of counties, cities and special districts;
 - (8) Representatives from nongovernmental organizations that represent communities of low income or disadvantaged households; and
 - (9) Representatives from relevant state and federal emergency management or response agencies.

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Advisory Committee members are individuals that are appointed by the Director of the Department to serve four-year terms. In appointing individuals using the direction above, the Director will:

- a. Seek to ensure Advisory Committee members come from a cross-section of Oregonians that reflect a diverse range of experiences.
- b. Provide information to help orient Advisory Committee members to the Department's mission and work.

4. Activities and Duties.

Outside of the rulemaking processes that involves the Advisory Committee serving as a Rulemaking Advisory Committee, the Advisory Committee's activities and duties are:

- a. Continue to be engaged and informed of the program implementation and operations to support program success.
- b. Support program reporting, for example HB 2021 requires a "biennial report to the Legislative Assembly in the manner provided by ORS 293.640 regarding the expenditures of moneys deposited in the Community Renewable Investment Fund and status of ongoing projects funded by the moneys, including but not limited indicators of program success."
- c. Support and provide feedback on approaches for outreach to communities and eligible applicants, as well as share information about the program and grant opportunity announcements among interested contacts in the network of each Advisory Committee member.
- d. Support possible future program rule changes by serving as a Rulemaking Advisory Committee.

5. Meetings and Procedures.

- a. The Community Renewable Energy Grant Program Advisory Committee will meet at least four times per year and at times that align with activities related to the Program's operations such as opportunity announcements, outreach campaigns, and development of the biennial report to the legislature.
- b. The department will work with advisory committee members in advance to find dates and times where there is advisory committee member availability (e.g. through a Doodle poll or another similar mechanism).
- c. The Department will provide materials to Advisory Committee members prior to meetings to allow time for review. In addition, the Department may provide information in between Advisory Committee meetings to keep members informed of the Program's activities.
- d. Meetings of the Advisory Committee will be open to the public and meeting materials will be posted to ODOE's website.

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Approved by [Janine signature?] _____

Date _____

ADD LIST OF ADVISORY COMMITTEE MEMBERS HERE