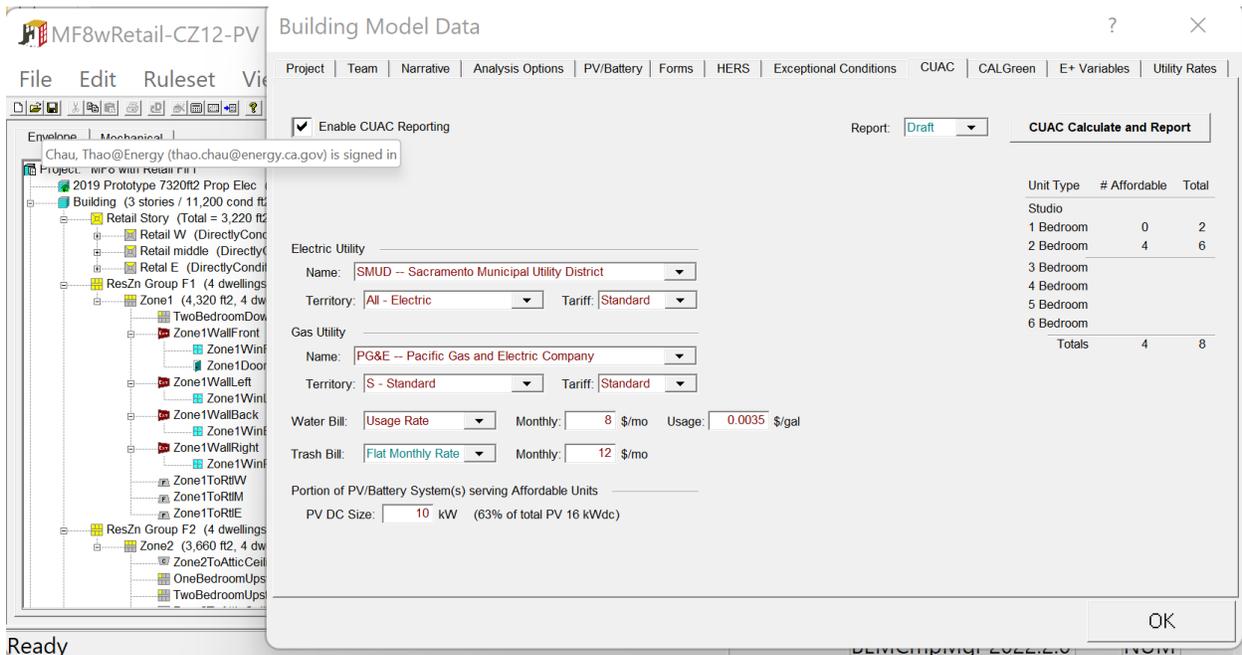


## Using CUAC Module in CBECC

### 1. Activate CUAC in CBECC

The CUAC module is the California Utility Allowance Calculator used to calculate utility bills for tenants. This version of CUAC is incorporated in CBECC and can be activated from CBECC. Note that it is assumed that users have built a compliance file in CBECC **prior** to using CUAC. The file needs do not meet compliance requirements to run the CUAC module but it needs to be completely built free of running errors.

Open an existing CBECC file. Click on “Project” to open the Project dialog. Click on “CUAC” tab and check box “Enable CUAC Reporting.”



### 2. User Inputs

#### a. Choose Utility Providers

Select the utility providers (e.g., SMUD - - Sacramento Municipal Utility District for Electricity and PG&E - - Pacific Gas and Electricity Company for Gas) and rate schedules for electricity and gas as shown. Questions related to territories and tariff options need be directed to the appropriate utility.

For buildings with liquefied petroleum gas or propane, select “Propane” for the gas utility. If fossil gas, renewable gas, synthetic gas nor propane is used in the building, “No Gas” needs to be selected. The propane rate in the CUAC is a statewide average typically adjusted on an annual basis.

Tariff dropdown menu includes “Standard” and “CARE” options. California Alternate Rates for Energy (CARE) programs are intended to identify any low-income utility tariff program although the name of the program may vary. CARE rates only apply if ALL tenant households qualify for the special low-income utility rates.

b. Water Bill Inputs

Choose the applicable Water Bill options from the dropdown menu, which include “Not Paid by Tenant,” “Flat Monthly Rate,” and “Usage Rate.” Enter the monthly cost for “Flat Monthly Rate” option or \$/gallon rate with the flat monthly rate if choosing “Usage Rate.”

c. Trash Bill Inputs

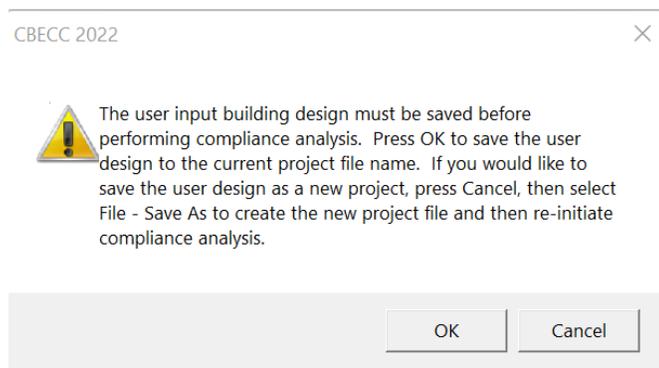
Similarly, the Trash Bill has two options: “Not Paid by Tenant” and “Flat Monthly Rate.” Enter the \$/month for the “Flat Monthly Rate” option.

d. PV/Battery Systems serving Affordable Units

Enter the kW value for the PV DC Size.

3. Reporting for CUAC

Choose the type of reporting for CUAC to produce after it runs. The dropdown options are “draft,” “submittal,” or “final.” Questions regarding these report types need to be directed to Treasury Office. To initiate the CUAC calculations, click “CUAC Calculate and Report.” User will be prompted with a pop-up window as shown below.



Clicking “OK” to save the project and start the CUAC run or “Cancel” the CUCA run.

If successfully run, user will be prompted with four options. “Continue” will or “View Input/Result Details” will provide a CSV file with details for utilities usages calculated hourly. “View Submittal Report” will open up the report type that is pre-chosen before the CUAC run. Finally, “View All Files” will provide all the detailed files of this run.

