



## ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT

### GRANT APPLICATION PROCESS FOR NON-ENTITLED CITIES AND COUNTIES

- Specific Authority:** American Recovery and Reinvestment Act of 2009 (Public Law 111-5); Sections 377.703, 377.801-377.804, Florida Statutes
- Request Issued By:** Executive Office of the Governor and Florida Energy and Climate Commission
- Request Issued On:** November XX, 2009
- Application Due Date:** December XX, 2009 by 5:00 PM (Eastern Time Zone)
- Application Process:** Submit at least one (1) clearly marked original, five (5) additional hard copies and one (1) electronic copy on a non-rewritable CD of the application and all supplemental materials via certified mail or hand delivered to:
- Florida Energy and Climate Commission  
ATTN: Florida Clean Energy Grants  
Executive Office of the Governor  
600 South Calhoun Street, Room 251  
Tallahassee, FL 32399-0001
- General Questions:** Please direct inquiries to:
- Florida Energy and Climate Commission  
Executive Office of the Governor  
ATTN: April Groover  
600 South Calhoun Street, Room 251  
Tallahassee, FL 32399-0001  
PHONE: (850) 487-3800  
FAX: (850) 922-9701  
EMAIL: [energy@eog.myflorida.com](mailto:energy@eog.myflorida.com)

Answers will be posted to: <http://www.myfloridaclimate.com>

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## **1. Purpose of Guidelines**

These guidelines are provided to competitively solicit grant applications from qualified entities for creating and implementing strategies to:

- create and implement "green" local government operations by reducing fossil fuel emissions in a manner that is environmentally sustainable, and to the maximum extent practicable, maximizes benefits for local and regional communities;
- reduce the total energy use of the eligible entities; and
- improve energy efficiency in the building sector, building envelope, the transportation sector, and other appropriate sectors.

These stated purposes describe the overall intent of the Energy Efficiency and Conservation Block Grant Program (EECBG). Entities may develop various initiatives and projects that address one or more of the purposes and each activity an entity undertakes is not required to meet all of the stated purposes. Entities are encouraged to develop many different new and innovative approaches within the framework of the legislation and the guidance to serve these purposes. However, each entity is required to use the funds in a cost-effective manner that is of maximum benefit to the population of that entity and in a manner that will yield continuous benefits over time in terms of energy and emission reductions. The FECC strongly recommends the applicant consult with its Regional Planning Organization (RPO) to maximize regional coordinating plans.

## **2. Background**

The Florida Energy and Climate Commission (FECC), within the Executive Office of the Governor, will administer the U.S. Department of Energy (DOE) EECBG program funds through special funding from the American Recovery and Reinvestment Act of 2009 (Recovery Act or Act).

## **3. Funding Overview**

Florida intends to distribute approximately \$18.6 million in EECBG Program funds to local governments that are not eligible for direct formula funding through DOE. See Attachment A for a complete list of cities and counties that were awarded funding from DOE. Grants will be awarded through a competitive process.

### **3A. Funding Purpose**

Projects under this announcement will be funded, in whole or in part, with funds appropriated by the Recovery Act. The Act was enacted to preserve and create jobs and promote economic recovery; to assist those most impacted by the recession; to provide investments needed to increase economic efficiency by spurring technological advances in science and health; to invest in transportation, environmental protection, and other infrastructure that will provide long-term economic benefits; and to stabilize State and local government budgets, in order to minimize and avoid reductions in essential services and counterproductive state and local tax increases.

### **3B. Desired Outcomes**

The desired outcomes of the EECBG Program include:

- a. Increased energy efficiency, reduced energy consumption and reduced energy costs through efficiency improvements in the building, transportation and other appropriate sectors;
- b. New jobs and increased productivity to spur economic growth and community development;
- c. Accelerated deployment of market-ready distributed renewable energy technologies, including wind, solar, geothermal, hydropower, biomass and hydrogen technologies;
- d. Improved air quality and related environmental and health indicators associated with the reduction of fossil fuel emissions;
- e. Improved coordination of energy-related policies and programs across jurisdictional levels of governance and with other local and community level programs in order to maximize the impact of this program on long-term local priorities;
- f. Increased security, resilience, and reliability of energy generation and transmission infrastructure;
- g. Leveraging of the resources of federal, state and local governments, utilities and utility regulators, private sector and non-profit organizations to maximize the resulting energy, economic and environmental benefits; and
- h. Widespread use of innovative financial mechanisms that transform markets.

### **3C. Funding Period**

The period of performance for awarded applicants will be twenty-four (24) months from the date the grant agreement is signed. In keeping with the agenda of the Recovery Act, and supporting the goal of immediate investment in the economy, entities are required to obligate/commit all funds within twelve (12) months from the date the grant agreement is signed. In the event funds are not obligated/committed within twelve (12) months, the FECC reserves the right to cancel the award and award the next highest ranked grant proposal.

### **3D. Available Funds**

Category 1: Two-thirds (\$12.4 million) of the available grant funds will be made available on a competitive basis to all eligible local governments. Requested grant funding from any single applicant may not exceed 10% (\$1.24 million) of the available grant funds.

Category 2: The remaining one-third (\$6.2 million) of the available grant funds will be dedicated to assist small counties and cities. For purposes of this funding category, a “small county” is considered to be a county with an unincorporated population of less than 50,000, while a “small city” is a municipality with a population of 15,000 or less. These funds will be allocated on a competitive basis and the maximum award amount may not exceed \$250,000.

If eligible jurisdictions choose to partner in their application, the maximum per partner may not exceed 10% (\$1.24 million) of the available grant funds with a total of \$4 million per project. Applicants are encouraged to partner with other eligible jurisdictions, if appropriate to the activity. A lead grantee must be designated in the application. The lead grantee will act as the fiscal agent and will be responsible for reporting to the FECC. An eligible applicant can submit only one application for EECBG funding, but may apply for multiple activities in the application. **Multiple applications by one jurisdiction will not be considered.**

### **3E. Other Activity Funds**

A match is not required. However, applications will be awarded extra points for leveraging the grant funds with other committed sources of funding. Other sources of funds (cash, goods, and services) that relate to the project can come from the applicant and other partners, including but not limited to: other cities or counties, special purpose local governments, regional governments, state agencies, utilities, private for-profit and nonprofit organizations, etc. Documentation of funding must be submitted at the time of application with a signed letter of commitment by the organization providing the leverage funds detailing the source of funds. Funds committed as leverage must be documented to the same standards as federal funds and will require documentation such as invoices, canceled checks, bank statements, etc when reporting to the FECC.

Other funds include all project related expenditures from XXX 2009 through XXX 2012, including:

- Utility incentives
- Public borrowing or general funds
- Private borrowing
- Private equity
- Other federal and state funds
- Other ARRA funds, including State Energy Program funds

Applicants may not use other Energy Efficiency and Conservation Block Grant funds (Energy Efficiency in Transportation Planning Grants and Resource Conservation Manager Grants) for leveraging Energy Efficiency and Conservation Grant funds for non-entitled cities and counties.

### **4. Eligibility Overview**

Qualified entities are considered local governments that were not directly funded by DOE are eligible for funds if the following conditions are met:

- The government is included in the latest available Census of Governments as a currently incorporated government;
- The government has a governance structure with an elected official and governing body;
- The government has the authority to implement the eligible activities under this program; and
- The government meets the population thresholds in EISA as further defined in the Federal Register.

### **4A. Eligible Activities**

All projects receiving American Recovery and Reinvestment Act of 2009 (Recovery Act) money from the US Department of Energy (DOE) through the Energy Efficiency and Conservation Block Grant (EECBG) funding must be reviewed under the National Environmental Policy Act (NEPA) of 1969 – 42 U.S.C. Section 4321 et seq. Only projects and activities that DOE has determined will be excluded from NEPA review through a Categorical Exclusion (CE or sometimes CX) will be deemed eligible projects by the FECC. Categorical Exclusion means a category of actions for which neither an Environmental Assessment (EA) nor an Environmental Impact Statement (EIS) is normally required.

A final determination must be made by the DOE NEPA Compliance Officer, however, DOE has determined activities that fall within the following categories can often be categorically excluded:

- I. Building retrofits, energy education outreach, solar outdoor lighting, and photovoltaic emergency back-up power (on existing structures or within existing facilities)
- II. Retrofits of existing industrial buildings and facilities such as energy efficient lighting controls/sensors, chillers, furnaces, boilers, heat recovery
- III. Development and implementation of an energy efficiency strategy
- IV. Retaining technical consultant services to assist the eligible entity in the development of such
- V. Residential and commercial building energy audits
- VI. Development and implementation of energy efficiency programs for buildings and facilities
- VII. Development and implementation of programs to conserve energy used in transportation, including:
  - a. Use of flex time by employers
  - b. Satellite work center
  - c. Development and promotion of zoning guidelines or requirements that promote energy efficient development
  - d. Synchronization of traffic signals
  - e. Other measure that increase energy efficiency and decrease energy consumption
- VIII. Development and implementation of building codes and inspections to promote building energy efficiency
- IX. Replacement of traffic signals and street lighting with energy efficient light technologies including
  - a. Light emitting diodes
  - b. Any other technology of equal or greater energy efficiency

#### **4B. Limitations on Eligible Activities/Costs**

##### Reimbursement of Costs

All payments will be made based on reimbursable costs consistent with guidelines within the Executive Office of the Governor.

##### Administrative Costs

Up to 10 percent of grant funds may be used for administrative expenses, excluding the cost of meeting the reporting requirements of the program. Administrative costs are the allowable, reasonable, and allocable direct and indirect costs related to overall management of the awarded grant.

##### Costs Incurred Prior to Award/Effective Date of Contract

Costs incurred by a city or county prior to the date the grant agreement is signed will not be reimbursed.

##### Revolving Loan Funds

The federal guidance states that cities and counties may not use more than 20 percent of grant funds or \$250,000, whichever is greater, for the establishment of revolving loan funds.

### Subgrants

Cities and counties may not use more than 20 percent for the provision of subgrants to non-governmental organizations for the purpose of assisting in the implementation of the energy efficiency and conservation strategy of the applicant. These costs should be captured and summarized for each activity under the project budget within the application.

### **4C. Ineligible Activities**

#### Prohibited Activities under the Recovery Act

The Recovery Act prohibits the use of funds for swimming pools, gambling establishments, aquariums, zoos, and golf courses. No funds can be used for any activity whatsoever at a prohibited establishment. Any activities at facilities that are adjacent to any of the prohibited establishments and benefit any of the prohibited establishments are also prohibited.

#### Land Acquisitions

Acquisitions of land are not an eligible activity.

#### Supplanting of Funds

Grantees must use federal Recovery Act funds to supplement existing state and local funds for program activities, and must not replace (supplant) state or local funds that they have appropriated or allocated for the same purpose.

#### Low-Income Weatherization

Use of funds for low-income weatherization is not allowed because there is a separate fund under the Recovery Act for those activities.

#### Other Federally Prohibited Activities

Any other activities prohibited by federal law.

### **5. Application Review Process**

NOTICE: Applicants are prohibited from contacting any and all reviewers appointed by the Commission's executive director, as well as, any Commissioners and ex-officio members involved with the selection process.

Applications submitted in response to the grant solicitation shall become the property of the Commission, and subject to public records. All proposals received shall remain confidential until agreements are fully executed.

All complete grant applications submitted by the due date will be evaluated by the FECC Evaluation Committee. The FECC Evaluation Committee will consist of no less than 3 independent evaluators appointed by the Commission's executive director. All applications will be reviewed for completeness and eligibility. Once an application is deemed complete and eligible, the application will be scored on the criteria in 5C.

## **5A. Application Completeness Review**

Applications will be limited to 15 pages, excluding letters of commitment. Pages, including attachments, should be number sequentially. Applicants must provide printouts demonstrating registration with DUNS, CCR, and MyFloridaMarketPlace are complete.

The following items constitute a complete application:

- A. **PROJECT TITLE:** Name of grant project
- B. **PROJECT LOCATION:** List city or county where project will take place.
- C. **PROJECT BACKGROUND:** Provide a summary of the project and the justification supporting the need for the Commission to fund the project.
- D. **DESIRED OUTCOMES:** Provide a list of outcomes, in bullet format, expected to be achieved as a result of completing this project. The project can include more or less than three objectives as shown here.
- E. **PROJECT DESCRIPTION:** Indicate the eligible activity selected and provide a detailed description of the work to be performed for the project. Include maps, graphs, charts, etc. to support project activities. Project descriptions should consist of a list of major tasks for accomplishing the project with specific sub-activities detailed within each task heading. The project can include more or less than five tasks as shown here.
- F. **PROJECT MILESTONES/DELIVERABLES/OUTPUTS:** Using the table format provided, identify the month of the project each task will start and be completed (for example, Task #1 might start in month 1 and be completed by month 6). Identify outputs/deliverables to result from this project (for example, progress reports, draft project report, final project report, manuals, videos, maps, Best Management Practices installed, meetings, etc.) Identify in which months of the project (for example month 12) the outputs/deliverables will be accomplished.
- G. **PROJECT BUDGET:** Summarize the project budget by Funding Category using the provided format.
- H. **TOTAL BUDGET BY TASK:** Summarize the project budget by Project Task using the format in the provided format. Project Tasks should correspond to the "Project Description" section. The Cost Standard Used to estimate costs must be provided as supporting documentation. The FECC Evaluation Committee will review standards for cost reasonableness and may request justification of the cost reasonableness of any budgetary item. If the local government cannot justify a cost, the FECC Evaluation Committee will reduce the line item budget at the time of contracting.
- I. **BUDGET DETAIL:** Provide a detailed, line-item budget using the worksheet format shown below. Use additional lines if necessary. For each budget line-item, identify in the appropriate column if the cost is: 1) Grant or match, 2) a direct cost used to calculate Indirect Costs (if approved) and 3) whether the cost is Administrative in nature.

## **5B. Eligibility Review**

All applications will be reviewed for eligibility. Eligibility is based on whether the:

- Applicant is eligible
- Activity or activities are eligible (proposed projects or programs)
- Activities can be completed and funds expended by April 30, 2012.
- Application is complete

If the FECC Evaluation Committee determines that an application or proposed activities are ineligible, they will be removed from further consideration and the applicant will be notified. Determination of eligibility is at the sole discretion of the FECC Evaluation Committee. An application that includes several activities, some of which are determined ineligible, will be considered after the ineligible activities are removed. The application will be evaluated based on the remaining eligible activities.

### **5C. Scoring**

The FECC Evaluation Committee shall evaluate applications and score them on a scale of 1 to 100 using the following criteria (weight noted parenthetically).

Applications will be scored in accordance with the criteria detailed below:

Project Plan: 0- 40 points

Project Team: 0-10 points

Matching/Leveraging Funds: 0-10 points

Jobs: 0-10 points

Energy Savings and Renewable Energy Generation: 0-20 points

Greenhouse Gas Reduction: 0-10 points

#### Project Plan (0-40 points)

Independent evaluators will score quality of the project plan with a view to the following criteria.

- To what degree does the applicant have a well-considered plan with a clear schedule to produce tangible results?
- To what extent will the applicant deploy proven technologies and strategies that have a high chance of generating the forecasted savings or renewable power?
- To what extent does the applicant demonstrate the financial and management capacity to absorb set-backs to the proposed project plan?
- To what extent can the project transition to a sustainable business model that will persist after Recovery Act funds are expended and contribute to the growth of the clean energy sector in Florida?
- To what extent is the budget sufficiently detailed and reasonable in anticipating project costs?
- To what degree the applicant has incorporated its plan with the RPO?

#### Project Team (0-10 points)

Independent evaluators will score the experience and qualifications of the project team for their assigned role with the project. Relevant work experience and qualifications for team members as well as the completeness of the team for the proposed work program will be reviewed.

#### Matching/Leveraging Funds (0-10 points)

The Commission wants to encourage project proponents to use other sources of funding in combination with EECBG funding. Evaluators will assess the application using the following scoring scale:

- 0 points = \$1.00 up to and including 1% of total project cost.
- 1 points = Greater than 1% up to and including 10% of total project cost.
- 2 points = Greater than 10% up to and including 20% of total project cost.
- 3 points = Greater than 20% up to and including 30% of total project cost.
- 4 points = Greater than 30% up to and including 40% of total project cost.
- 5 points = Greater than 40% up to and including 50% of total project cost.
- 6 points = Greater than 50% up to and including 60% of total project cost.
- 7 points = Greater than 60% up to and including 70% of total project cost.
- 8 points = Greater than 70% up to and including 80% of total project cost.
- 9 points = Greater than 80% up to and including 90% of total project cost.
- 10 points = Greater than 90% of total project cost.

#### Jobs (0-10 points)

Evaluators will score projects higher if they create more jobs per \$92,000 of EECBG funding than other proposals. For example, a project that creates or retains 1 job per \$92,000 of EECBG funding will score a 1 and a project that creates 10 jobs per \$92,000 of EECBG money will score a 10.

#### Process to calculate jobs per \$92,000 of EECBG funding:

1. Estimate short-term jobs. Document the number of year-long, full-time equivalent jobs created or retained directly by the project in the twelve months following the full-legal commitment of EECBG funds to the project.
2. Estimate long-term jobs. Document the number of year-long, full-time equivalent jobs that will be created or retained in efforts related to the project in calendar year 2012.
3. Divide the combined amount of requested EECBG loans and grants by \$92,000
4. Divide the numbers in 1. and 2. by 3., add resulting numbers together and divide by 2. This number will serve as the jobs score.

#### Energy Savings and Energy Production (0-20 points)

All grant applications shall include an estimate of the average annual energy savings and energy production from January 2011 to December 2020 and calculate the annual energy saved and/or energy produced per EECBG dollar invested. The projects will be ranked according to their energy savings per dollar of EECBG and scored. A project in bottom ten percent of projects for energy savings/generation will score 1 point, and a project in the second ten percent will score a 2 and so on up to 10 points for the projects in the top 10 percent.

Applicants must use the DOE Metrics Calculator for State Energy Program and Energy Efficiency and Conservation Block Grant Program located on the Commission's Web site, MyFloridaClimate.com, for all calculations.

#### Greenhouse Gas Reduction (0-10 points)

All grant applications shall include an estimate of the average greenhouse gas reduction from January 2011 to December 2020 and calculate the annual greenhouse gas reduction per EECBG dollar invested. The projects will be ranked according to their greenhouse gas reduction per dollar of EECBG and scored. A project in bottom ten percent of projects for energy savings/generation will score 1 point, and a project in the second ten percent will score a 2 and so on up to 10 points for the projects in the top 10 percent.

Applicants must use the DOE Metrics Calculator for State Energy Program and Energy Efficiency and Conservation Block Grant Program located on the Commission's Web site, MyFloridaClimate.com, for all calculations.

## **6. Review and Selection Process**

NOTICE: Applicants are prohibited from contacting any and all reviewers appointed by the Commission's executive director, as well as, any Commissioners and ex-officio members involved with the selection process.

Preliminary Ranking - Each evaluator shall rank each eligible application by assigning a ranking number to each eligible application based on the rank of the individual application to all other applications reviewed by that evaluator. For example, the top scored application shall be assigned a ranking number of 1, the second highest scored application shall be assigned a ranking number of 2, the third highest scored application shall be assigned a ranking number of 3, and so on, until all eligible applications are ranked.

After all eligible applications are ranked by the individual evaluators, the ranking numbers from all evaluators for each individual application shall be averaged. The Commission's executive director may develop a recommendation to the Commission predicated on the Commission's executive director's review of the list provided by the individual evaluators.. In the instance of a ranking tie between two or more applications, the application proposing the higher percentage of match shall be ranked higher. In the instance of a ranking tie between two or more applications, and those applications propose the same percentage of match, the individual scores of the reviewers shall be added, and the application with the higher added reviewer scores shall be ranked higher.

Final ranking for Category 2, one-third (\$12.4 million) of the available grant funds dedicated to assist small counties and cities, will be based upon highest averaged ranking and availability of funding. Grants shall be awarded up to the total amount of funding available.

Final ranking for Category 1, two-thirds (\$6.2 million) of the available grant funds will be based on the averaged ranking of all applications. The Commission's executive director will request that representatives of the top-ranked proposals provide brief presentations to the Commission. Following the recommendations from the Commission's executive director and presentations by the applicants, the commission members will have the opportunity to conduct a final ranking of proposals. The Commission's final decision to award grant funding will be based upon highest averaged ranking and availability of funding. Grants shall be awarded up to the total amount of funding available.

## **7. Requirements**

All applicants awarded EECBG funds must meet federal requirements related to Recovery Act funding and all state requirements as set forth in these guidelines.

### **7A. Registration Requirements**

There are several one-time actions that must be completed in order to receive federal funds and enter into an agreement with the State. Applicants should allow at least 10 days to complete these requirements.

Applicants must obtain a DUNS number. DUNS website: [http://www.dnb.com/US/duns\\_update/](http://www.dnb.com/US/duns_update/)

Applicants must register with the CCR. CCR website: <http://www.ccr.gov/>

Applicants must register with MyFloridaMarketPlace. MFMP website: [www.mfmp.vendor.org](http://www.mfmp.vendor.org)

### **7B. Federal Requirements**

#### Buy American – Use of American Iron, Steel, and Manufactured Goods

None of the funds appropriated or otherwise made available by the Recovery Act may be used for a project for the construction, alteration, maintenance, or repair of a public building or public work unless all of the iron, steel, and manufactured goods used in the project are produced in the United States.

#### Davis-Bacon Act Wage Rate Requirements

All laborers and mechanics employed by contractors and subcontractors on projects funded directly by or assisted in whole or in part by and through the Federal Government pursuant to the Recovery Act, shall be paid wages at rates not less than those prevailing on projects of a character similar in the locality as determined by the Secretary of Labor in accordance with subchapter IV of chapter 31 of title 40, United States Code (Davis-Bacon Act).

#### Environmental, Historic Preservation, and Cultural Review

Because Recovery Act funds are federal, all funding recipients must meet federal environmental review requirements under the National Environmental Policy Act (NEPA) and cultural resource review requirements under Section 106 of the National Historic Preservation Act (Section 106).

For more information regarding NEPA see the Department of Energy (DOE) NEPA website:

<http://www.gc.energy.gov/NEPA/>. For more information regarding Section 106 see the WA Department of Archaeology and

Historic Preservation (DAHP) website:

<http://www.dahp.wa.gov/pages/EnvironmentalReview/EnvironmentalReviewOverview.htm>.

### **7C. FECC Requirements**

Accountability and Transparency – Not later than 3 days after the end of each calendar quarter, each recipient shall submit an electronic report to the FECC that contains, but is not limited to a detailed list of all projects or activities for which recovery funds were expended or obligated, including:

- Provide a summary of project accomplishments to date. (Include a comparison of actual accomplishments to the objectives established for the period. If goals were not met, provide reasons why.)
- Provide an update on the estimated time for completion of the project and an explanation for

- any anticipated delays.
- Provide any additional pertinent information including, when appropriate, analysis and explanation of cost overruns or high unit costs.
  - Identify and submit copies of, any relevant work products being submitted for the project for this reporting period (e.g., report data sets, links to on-line photographs, etc.)
  - Provide a project Grant Budget update, comparing the Grant Project Budget to actual costs to date.
  - Provide a project match Budget update, comparing the match Project Budget to actual costs to date.
  - Provide critical metrics using the DOE Metrics Calculator on the following:
    - Job creation/retention
      - Full-time
      - Part-time
    - Energy Savings (kwh equivalents)
      - Annual reduction in natural gas consumption (mmcf), by sector
      - Annual reduction in electricity consumption (MWh), by sector
      - Annual reduction in electricity demand (MW), by sector
      - Annual reduction in fuel oil consumption (gallons), by sector
      - Annual reduction in propane consumption (gallons), by sector
      - Annual reduction in gasoline and diesel fuel consumption (gallons), by sector
    - Energy Cost Savings
      - Dollars saved
    - Renewable Energy Capacity and Generation
      - Amount of wind-powered electric generating capacity installed (MW)
      - Amount of electricity generated from wind systems (MWh)
      - Amount of photovoltaic generating capacity installed (MW)
      - Amount of electricity generated from photovoltaic systems (MWh)
      - Amount of electric generating capacity from other renewable sources installed (MW)
      - Amount of electricity generated from other renewable sources (MWh)
    - Emissions Reductions
      - Amount of green house gases reduced (CO2 equivalents)
      - Amount of criteria air pollutants reduced (tons)
  - If applicable to the activity, provide program activity metrics on the following:
    - Building Retrofits
      - Number of buildings retrofitted, by sector
    - Building Energy Audits
      - Number of audits performed, by sector
      - Floor space audited, by sector
      - Auditor's projection of energy savings, by sector
    - Building Codes and Standards
      - Name of new code adopted
      - Name of old code replaced
      - Number of new and existing buildings covered by new code
    - Building Retrofits

- Number of buildings retrofitted, by sector
- Loans and Grants
  - Number and monetary value of loans given
  - Number and monetary value of grants given
- Small-scale Renewable Energy Applications Installed
  - Number and size of solar energy applications installed
- Clean Energy Policy
  - Number of alternative energy plans developed or improved
  - Number of renewable portfolio standards established or improved
  - Number of interconnection standards established or improved
  - Number of energy efficiency portfolio standards established or improved
  - Number of other policies developed or improved
- Financial Incentives for Energy Efficiency and Other Covered Investments
  - Monetary value of financial incentive provided, by sector
  - Total value of investments incentivized, by sector
- Energy Efficiency Rating and Labeling
  - Types of energy consuming devices for which energy-efficiency rating and labeling systems were endorsed by the grantee
- Government, School, Institutional Procurement
  - Number of units purchased, by type (e.g., vehicles, office equipment, HVAC equipment, streetlights, exit signs)
- Industrial Process Efficiency (kwh equivalents)
  - Reduction in natural gas consumption (mmcf)
  - Reduction in fuel oil consumption (gallons)
  - Reduction in electricity consumption (MWh)
- Renewable Energy Market Development
  - Number and size of large scale solar energy systems installed
  - Number and size of large scale wind energy systems installed
  - Number and size of other large scale renewable energy systems installed
- Small-scale Renewable Energy Applications Installed
  - Number and size of solar energy applications installed
  - Number and size of wind energy applications installed
  - Number and size of other renewable energy applications installed
- Technical Assistance
  - Number of information contacts (for example, webinar, site visit, media, fact sheet) in which energy efficiency or renewable energy measures were recommended, by sector
- Transportation
  - Number of alternative fuel vehicles purchased
  - Number of conventional vehicles converted to alternative fuel use
  - Number of new alternative refueling stations emplaced
  - Number of new carpools and vanpools formed
  - Number of energy-efficient traffic signals installed
  - Number of street lane-miles for which synchronized traffic signals were installed (if known)
- Workshops, Training, and Education

- Number of workshops, training, and education sessions held, by sector
- Number of people attending workshops, training, and education sessions, by sector

Upon selection of contract awards, FECC staff will work with each successful applicant to prepare an EECBG funding agreement. FECC staff will send funding recipients an agreement and a scope of work based on the original application. Funding recipients must return the signed agreement to FECC staff within 14 calendar days of the postmark date.

For a copy of the current grant agreement template, please go to [MyFloridaClimate.com](http://MyFloridaClimate.com).

### **8. Application Submittal**

Applications must be submitted in sealed envelopes/packages, the face referencing EECBG APPLICANT FOR NON-ENTITLED CITIES AND COUNTIES with the date and time of the submittal deadline. Submit at least one clearly marked ORIGINAL, five (5) additional copies and one digital format on a non-rewriteable CD, preferably PDF, of the application and all supplemental materials. Each applicant is responsible for ensuring its application is received and delivered at the proper time and to the proper place. The FECC shall not consider late proposals. To be considered, SEALED APPLICATIONS MUST BE RECEIVED BY FECC STAFF BEFORE **DATE**.

Any person requiring a special accommodation because of a disability should call the FECC at (850) 487-3800 at least five (5) workdays prior to the scheduled event. If you are hearing or speech impaired, please contact the FECC by using the Florida Relay Service at (800) 955-8771 (TDD).

Applications must be delivered by **DATE** to:

Florida Energy & Climate Commission  
Executive Office of the Governor  
EECBG Application for Non-entitled Cities and Counties  
600 S. Calhoun Street, Suite 254  
Tallahassee, FL 32399-0001

### **9. Questions and Additional Information**

Questions regarding this solicitation must be directed to April Groover and will only be answered in writing. Direct all questions to [energy@eog.myflorida.com](mailto:energy@eog.myflorida.com) or (850) 922-9701 (fax) with the subject line “EECBG Application Guidelines” or:

Florida Energy & Climate Commission  
Executive Office of the Governor  
Attn: April Groover  
600 S. Calhoun Street, Suite 254  
Tallahassee, FL 32399-0001

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The FECC is not bound by any verbal information or by any written information not contained within the solicitation document(s) formally noticed and issued by the FECC, or ultimately included in the grant agreement.

DRAFT