



FLORIDA CLEAN ENERGY GRANT PROGRAM

FAQ – UPDATED JUNE 16, 2010

1. What is the history of the State Energy Program (SEP)?

On February 17, 2009, the American Recovery and Reinvestment Act of 2009 P.L. 111-5 (ARRA) was enacted. As a result of this new law, the State of Florida was allocated \$126,089,000 in economic stimulus funds for its State Energy Program (SEP). This funding has been allocated to the Florida Energy and Climate Commission (FECC) from the U.S. Department of Energy (DOE). Of the total amount, the FECC will use \$10,000,000 for the creation of the Florida Clean Energy Grant Program. This competitive matching grant program is intended to (1) to provide funding for energy efficiency programs, equipment, and market transformation activities that increase the adoption of energy efficient technology and practices in Florida; (2) to provide funding for renewable energy programs, equipment installations, and market transformation activities that increase the generation of energy from renewable resources and consumer demand for renewable energy technology in Florida; and (3) to provide economic development through clean energy projects.

2. Who is eligible to apply for SEP funding, under the Florida Clean Energy Grant Program, through the FECC?

For Category 1, eligible applicants include Florida state and local governments who were not eligible to apply directly to DOE for the Energy Efficiency Conservation Block Grant Program, school districts, public universities and colleges, Florida Constitutional Officers* (as defined in Article VIII Section 1(d) of the Florida Constitution), independent special districts** (as defined in Section 189.403, Florida Statutes), and not-for-profits*** (defined as an Internal Revenue Code Section 501(c) qualifying organization).

For Category 2, eligible applicants include existing Florida farms and farm operations as defined in Section 823.14(3), Florida Statutes. The Florida Department of Agriculture and Consumer Services may also apply.

3. Can school districts apply?

School districts are eligible to apply, refer to Part II A of the Grant Guidelines.

4. Can businesses apply on behalf of an eligible entity?

No, businesses are not eligible to apply for SEP funding, refer to Part II A of the Grant Guidelines.

5. What will be the reporting requirements to receive SEP funds?

There will be an unprecedented level of transparency and accountability for projects or programs funded under ARRA. The reporting requirements will be extensive and include documentation of compliance with the Davis Bacon Act, the Buy-American provisions, and provide a list of their top five compensated officers in the previous fiscal year. Due to the extensive reporting requirements, applicants may want to consider the amount of time and resources they are able to devote to projects and programs seeking SEP funding. More information will be provided about the reporting requirements as the programs are developed.

6. What is the Davis Bacon Act and where can I learn more about it?

The Davis Bacon Act sets wage requirements for contractors and subcontractors who are working on public building improvements funded under ARRA. The requirements are based upon prevailing industry wage rates and are intended to ensure that workers receive fair pay. Please visit <http://www1.eere.energy.gov/wip/sep.html> for further reference.

7. Are there exceptions/exemptions to the Buy American provision?

The following language is pulled directly from the ARRA text, page 189.

SEC. 1605. USE OF AMERICAN IRON, STEEL, AND MANUFACTURED GOODS.

(a) None of the funds appropriated or otherwise made available by this 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.

(b) Subsection (a) shall not apply in any case or category of cases in which the head of the Federal department or agency involved finds that -

- (1) applying subsection (a) would be inconsistent with the public interest;
- (2) iron, steel, and the relevant manufactured goods are not produced in the United States in sufficient and reasonably available quantities and of a satisfactory quality; or
- (3) inclusion of iron, steel, and manufactured goods produced in the United States will increase the cost of the overall project by more than 25 percent.

(c) If the head of a Federal department or agency determines that it is necessary to waive the application of subsection (a) based on a finding under subsection (b), the head of the department or agency shall publish in the Federal Register a detailed written justification as to why the provision is being waived.

(d) This section shall be applied in a manner consistent with United States obligations under international agreements.

8. Can SEP funds be used for new construction?

No, DOE has suggested that the most appropriate use of SEP funds for new construction would be for the incremental costs of making the building more energy efficient.

In accordance with federal regulations, applicants are prohibited from using SEP financial assistance:

- **For construction, such as construction of mass transit systems and exclusive bus lanes, or for the construction of buildings or structures;**
- To purchase land, a building or structure or any interest therein;
- To subsidize fares for public transportation;
- To subsidize utility rate demonstrations or state tax credits for energy conservation or renewable energy measures;
- To conduct or purchase equipment to conduct research, development or demonstration of energy efficiency or renewable energy techniques and technologies not commercially available;
- For gambling establishments, aquariums, zoos, golf courses or swimming pools;

- For any other activities prohibited by federal law.

9. What should an applicant do if the metrics calculator is unable to calculate/verify the applicant proposed project?

Please use the ARRA Benefits Calculator found at the following link:
www1.eere.energy.gov/wip/guidance.html or
www1.eere.energy.gov/wip/docs/arra_benefits_reporting_calculator.xls

If the calculator is unable to calculate the metrics for an applicant's project then the applicant must provide their methodology and document used to determine the metrics provided in the applicant's proposal.

10. Can eligible applicants submit a joint application as a consortium?

Yes, a lead grantee must be designated in the application. All payments will be made to the lead grantee and under no circumstances shall the FECC make payments or be liable to any partners. In addition, funding is limited to a maximum of \$500,000 no matter how many partners.

11. Can another department, within a directly funded city or county that is not the custodian of the direct federal funding, apply under this solicitation?

No; refer to Part II B of the Grant Guidelines.

12. What activities are eligible under this grant solicitation?

The Florida Clean Energy Grant Program is designed to fund energy efficiency and renewable energy projects and activities in Florida. Grant applications may include both energy efficiency and renewable energy components within a single application. As specified in Federal guidelines, the program will seek to maximize annual energy savings, cost savings, and carbon emission reductions.

13. Is a solar energy feasibility study project to determine the feasibility of installing solar panels on existing property/buildings/roofs considered eligible under this grant solicitation?

No; refer to Part II B of the Grant Guidelines.

14. How does a city or county determine if they are an entitlement community?

For a list of Florida's entitlement cities and counties and their allocations, please visit <http://www.SEP.energy.gov/States/FL.xls>.

15. How can I fill out the application in PDF form?

Attachment A is provided on the website in a Microsoft Word version. Please see the following link:
http://myfloridaclimate.com/climate_quick_links/florida_energy_climate_commission/arra_funding_and_opportunities/state_energy_program_sep_126_089_000

16. Will geography be considered in the final scoring?

No, geography is not a scoring criterion. Please refer to Part III D of the Grant Guidelines.

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17. Would it be possible for two applications from the same region to be funded (if ranked high enough), or would the need to spread out the money throughout the state likely necessitate the choosing of only one project from our region?

Yes. If the applications score within the fundable range, both would receive awards.

18. Should the total cost savings include savings in maintenance and operating costs that are not included using the SEP metrics calculator?

Please see question #9.

19. Where the application asks for a "FEID No" on the first page, does it mean a FEIN?

Yes, the FEID No. and FEIN both refer to the Federal Tax Identification Number.

20. What projects will have a greatest chance for an award?

The FECC must remain impartial. The FECC independent evaluators will evaluate projects based on the criteria outlined in Part III D of the Grant Guidelines.

21. Can an applicant use a consulting service to aid in the application process?

Yes, however this solicitation does not allow pre-award costs. This means the FECC will not reimburse an applicant's costs associated with the development of the application.

22. Must an applicant use a Request for Proposal process for consulting services?

If an applicant decides to use a consultant to aid in the administration of a grant, the applicant must follow the procurement procedures outlined in 10 CFR 600.

23. Will multiple activities be accepted in one application?

Yes, however only eligible activities will we considered.

24. How should an applicant submit multiple activities in a single application?

Applicants submitting multiple activities in one application will be limited to the page limits as described in the application for the project narrative.

25. What is a sub-grantee?

A sub-grantee is an entity awarded a sub-grant by the grantee. A sub-grantee is accountable to the grantee for the use of the funds provided.

26. Are diesel generators considered an eligible activity?

No.

27. When should an applicant submit the Environmental Checklist?

The Environmental Checklist should be submitted to the FECC as part of the application.

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28. What is the maximum amount for an application?

The maximum is \$500,000 per application.

29. What is MFMP?

MyFlorida Market Place. MyFloridaMarketPlace is the State Florida's online exchange for buyers and vendors.
http://dms.myflorida.com/business_operations/state_purchasing/myflorida_marketplace

30. Where is the DOE metrics calculator located on the FECC website that applicants must to determine the impact of each proposed program?

The calculator can be found at the following link: www1.eere.energy.gov/wip/guidance.html or www1.eere.energy.gov/wip/docs/arra_benefits_reporting_calculator.xls

31. Is computer power management software considered an eligible activity?

No, however where appropriate computer power management software could be used to help implement one of the eligible activities.

32. Will the FECC have any webinars?

No webinars are scheduled at this time.

33. Would a lighting project that uses neither solar nor LED lights, but will double efficiency by the way the lighting is directed, controlled and reflected be an eligible activity?

If the lighting technology used has equal or greater energy efficiency than LED lights.

34. Are solar pool heaters for our community pools an eligible activity?

No.

35. Who should sign the application as the certifying official?

The chief elected official, agency head, president, executive director or chief operating officer signs as the "certifying official". If anyone other than the chief elected official, agency head, president, executive director or chief operating officer signs as the "certifying official", documentation of authority must be provided.

36. The federal guidelines limit administrative costs to 10 % of grant funding excluding costs of meeting the reporting requirement under, what role would the grant consultant perform?

The grantee may choose to hire a consultant to aid in the overall management of the award, but the grantee is responsible for reporting requirements to the FECC. Administrative costs incurred (including consultant fees) for project administration may not exceed 10%.

37. If an item is not included in the metrics calculator should applicants select a similar activity within the calculator?

Please see question #9.

38. Do insulating the walls and roof of a currently uninsulated civic center and installing high efficiency lighting (in lieu of the current incandescent lighting) properly fall within the Retrofits, Commercial category in the metrics calculator posted on the FECC web site?

Yes.

39. If the calculator does not accommodate proposed activities, will incorporating into the application a statement by an authority attesting to the added energy benefits provide evaluators means to properly consider such alternatives?

See questions 9 & 37.

40. Can state certified building official reviews of Commercial, Residential, and Industrial Sector construction plans be considered an "Energy Audit"?

No.

41. If an entity applied and received SEP funds through the U.S. Department of Energy, are they eligible to apply for SEP funds from the FECC?

Yes.

42. When will grants be awarded?

Please refer to Part IV A of the Grant Guidelines.

43. Are universities considered an eligible applicant?

Yes.

44. Should the jobs creation/retention estimates include jobs created/retained by vendors potentially selected by the applicant?

Yes. All jobs created or retained should be included.

45. Who should the applicant include in their application as part of the project team?

The applicant should include all personnel assigned to the project as well as subcontractors that will work on the project.

46. Is a PV installation considered an eligible activity?

Yes, refer to Part II B of the Grant Guidelines.

47. Are engineering design fees included in administrative costs?

No, engineering design fees are considered project costs.

48. What is considered "matching funds"?

Please refer to Part IV H Matching Funds. For the purpose of this Grant Program, "Matching funds" are defined as:

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1. Actual cash outlays contributed, including, but not limited to, cash outlays for wages, rental expenses, travel expenses, unrecovered indirect costs, and purchases of material and supplies, as a direct benefit to the project, or;
2. Non-cash contributions necessary and reasonable for proper and efficient accomplishment of project objectives, the value of which must be established using the following guidelines:
 - a. Rates for donated or volunteer services of any person must be consistent with their regular rate of pay, or the rate of pay of those paid for similar work at a similar level of experience in the labor market, including the value of fringe benefits.
 - b. The value of donated expendable property such as office supplies or workshop supplies must not exceed the fair market value of the property.
 - c. The value of donated real property such as land must not exceed the fair market value of the property.
 - d. Donated space must be valued at fair rental value of comparable space and facilities in a privately-owned building in the same locale.
 - e. The value of loaned equipment cannot exceed its fair rental value.
 - f. In-kind travel expense must be valued at the approved State of Florida rate as defined in Section 112.061, Florida Statutes.

All Matching funds and other in-kind contributions, including third party in-kind, shall meet the definition above, be verifiable from the applicant's records, and not be included as contributions for any other state or federally assisted project or program. Third party cost share must be supported by a commitment letter to be considered under the Cost Share Percentage criteria.

Matching funds must be documented by supporting documentation in the same manner as requests for costs reimbursement.

49. What number should I put on the Environmental Checklist?

A solicitation number is not required; however, the funding for this grant opportunity was obtained by applying to funding opportunity announcement DE-FOA-0000052.

50. May the applicant provide additional pages above the stated page limit for clarification or elaborate upon information provided in the Project Narrative Sections B, C, D, and E?

No.

51. The project budget requires the applicant to specify vendors on section 6 ("Contractual Services"). If an applicant does not know the vendor during the application process what should the applicant specify in the "Vendor" field on the project budget?

If an applicant plans to subgrant any portion of the proposed project, Section 6 Contractual Services of the Budget must be completed. An applicant may indicate that a vendor has not been selected, but must identify the services to be completed with appropriate market rates.

52. Who should an applicant select to be a project administrator? Can you have more than one administrator?

This is a decision for the applicant. Please remember applications will be scored on the Project Team as described in Part III D of the Grant Guidelines.

53. What font is acceptable to use when submitting a proposal?

No smaller than size 10 font.

54. Are water management districts eligible for an SEP Subgrant from the FECC?

Yes, refer to Part II A of the Grant Guidelines.

55. Are the savings in maintenance and operating costs due to the proposed activities in an application excluded from the calculation of energy savings?

Using the DOE calculator, savings in maintenance and operating costs or not used to calculate energy savings or greenhouse gas reductions.

56. How should an applicant document their MFMP status?

Applicants should provide their MFMP status in the application, staff will confirm the status.

57. Does the metric calculator produce results for yearly energy savings and greenhouse gas reduction?

Yes. The metrics calculator produces estimates for annual energy savings and carbon emission reductions.

58. Are SEP funds used for salary and other operational costs related to managing a revolving loan fund considered grant administrative costs and limited by the 10 percent restriction?

Yes.

59. Would a photovoltaic emergency back-up power within an existing facility that is larger than 60 KW be considered an eligible activity?

Yes, although the applicant would have to submit and fund an Environment Assessment and possibly an Environmental Impact Statement which would lengthen the timeline for the project.

60. Would an appropriately sized system greater than 60KW installed on the ground within the boundaries of an existing facility be considered and an eligible activity?

Yes, although the applicant would have to submit and fund an Environment Assessment and possibly an Environmental Impact Statement which would lengthen the timeline for the project.

61. Can the installation of multiple photovoltaic systems for one building that are installed on the ground be submitted under one application?

Yes, although, for 60kw system and higher, the applicant would have to submit and fund an Environment Assessment and possibly an Environmental Impact Statement which would lengthen the timeline for the project.

62. Why is there a separate designation for 60kw and higher photovoltaic systems?

60kw and higher photovoltaic systems fall under NEPA and will have to submit and Environmental Assessment and possible an Environmental Impact Statement.

63. How will the FECC calculate the administrative costs using the budget breakdown provided in the application?

Administrative costs are the allowable, reasonable, and allocable direct and indirect costs related to overall management of the awarded grant. To determine the administrative costs for an application the following categories under the budget detail will be added salaries, fringe benefits, and travel along with consulting fees including salaries, fringe benefits, and travel listed under the contractual services category of the budget.

64. What are direct costs versus indirect costs?

The FECC prefers that Indirect Costs, if required, are utilized as match. If Indirect Costs are requested to be reimbursed with grant funds, they must be authorized and based on a specified rate in consultation with the Commission. The Indirect Cost Rate and the direct costs upon which the amount of Indirect Cost is calculated must be reasonable, measurable, documented and the Indirect Cost Rate must be consistently applied.

The below definitions for direct and indirect costs were taken from OMB Circular A-87 (Revised 5/10/04)

Direct Costs

1. General. Direct costs are those that can be identified specifically with a particular final cost objective.
2. Application. Typical direct costs chargeable to Federal awards are:
 - a. Compensation of employees for the time devoted and identified specifically to the performance of those awards.
 - b. Cost of materials acquired, consumed, or expended specifically for the purpose of those awards.
 - c. Equipment and other approved capital expenditures.
 - d. Travel expenses incurred specifically to carry out the award.
3. Minor items. Any direct cost of a minor amount may be treated as an indirect cost for reasons of practicality where such accounting treatment for that item of cost is consistently applied to all cost objectives.

Indirect Costs

1. General. Indirect costs are those: (a) incurred for a common or joint purpose benefiting more than one cost objective, and (b) not readily assignable to the cost objectives specifically benefited, without effort disproportionate to the results achieved. The term "indirect costs," as used herein, applies to costs of this type originating in the grantee department, as well as those incurred by other departments in supplying goods, services, and facilities. To facilitate equitable distribution of indirect expenses to the cost objectives served, it may be necessary to establish a number of pools of indirect costs within a governmental unit department or in other agencies providing services to a governmental unit department. Indirect cost pools should be distributed to benefited cost objectives on bases that will produce an equitable result in consideration of relative benefits derived.
2. Cost allocation plans and indirect cost proposals. Requirements for development and submission of cost allocation plans and indirect cost rate proposals are contained in Attachments C, D, and E.
3. Limitation on indirect or administrative costs.
 - a. In addition to restrictions contained in this Circular, there may be laws that further limit the amount of administrative or indirect cost allowed.
 - b. Amounts not recoverable as indirect costs or administrative costs under one Federal award may not be shifted to another Federal award, unless specifically authorized by Federal legislation or regulation.

65. Under the Energy Savings and Energy Production of the application, does the FECC want the 10 year total for each subcategory (i.e., energy production saved, total energy production, total cost savings, etc.)?

No, the applicant should provide an estimate of the average annual energy saved and produced as well as greenhouse gas reduction per dollar of SEP funds invested from January 2011 to December 2020.

66. Should matching funds be used as part of the total program funds when calculating energy savings or greenhouse gas reduction?

No, only requested SEP funds should be used for calculation of energy savings and greenhouse gas reduction.

67. The metrics calculator shows both MWH savings and Natural Gas Savings. What should an applicant provide for natural gas savings in the application, if the proposed project does not utilize natural gas?

If information such as natural gas savings is not applicable to the project, the applicant is not required to provide that information.

68. How should an applicant estimate the project cost for Industrial/Commercial energy audits if it is unknown how many and how large the audits will be?

An applicant can estimate the square footage of audits to be performed by dividing the amount of requested SEP funds by the square footage cost of the audit. For example, if the applicant designates \$100,000.00 for energy audits and the auditor will charge \$0.10 per square foot, the applicant can estimate a 1,000,000 square feet of audits.

69. Is there an available Microsoft Word version of Attachment B (Environmental Check list)?

No, the FECC only has a PDF version.

70. Can an applicant anticipate jobs created by dividing the total amount requested by the \$92,000?

No, applicants must estimate the total short-term and long term jobs and provide justification of all job creation/retention estimates. Please refer to section Part III D of the Grant Guidelines.

71. Can the time an applicant's employee spends on a project be considered match?

Yes, however documentation of funding must be included in the application by a signed letter of commitment from the organization providing the matching funds, with detail for the matching funds. Funds committed as leverage must be documented to the same standards as federal funds and will require submission of source documentation such as invoices, canceled checks, bank statements, etc. when reporting to the FECC.

72. Can an applicant be awarded leveraged/matching fund points if it estimates future leveraged funds through a proposed program?

No, matching funds must be actual dollars committed. Documentation of funding must be included in the application by a signed letter of commitment from the organization providing the matching funds, with detail for the matching funds.

73. Can an applicant use the number of jobs created or retained by a potential vendor?

See question 44.

74. Regarding the metrics calculator, can an applicant input data for multiple activities for the same project?

Yes, if the data is relevant.

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75. Should the applicant enter the total energy savings and greenhouse gas reductions for the life of the project or just for the first year? The SEP metrics calculator estimates annual savings, however, the proposed project has a life much longer than one year.

See question 65.

76. What is the difference between project applicant and project partner?

Project applicant is the lead entity that is applying for funding and project partner is an eligible entity that is partnering with the project partner. Please refer to question 10.

77. Does the applicant fill out the eligibility status on the grant application?

Yes, refer to Part II A of the grant guidelines.

78. Does the applicant fill out the Grant Application Category on the grant application?

Yes, refer to Part II A of the grant guidelines.

79. Are cities and counties that received funding through the Energy Efficiency & conservation Sub-Grants to Non-Entitlement Cities and Counties eligible to apply?

Yes, refer to Part II A of the grant guidelines.

80. Are promoting energy education and public dissemination through various media outlets allowable activities?

Refer to Part II B of the grant guidelines.

81. Does a not for profit constituted as a 501(c)(6) qualify as a Florida not for profit?

Yes, refer to Part II A of the grant guidelines.

82. Are universities eligible to apply?

Yes, refer to Part II A of the grant guidelines.

83. Your guidelines indicate that direct and indirect costs are both allowable, although any indirect costs reimbursed through the grant must be authorized and based on a specific rate and in consultation with the FECC. The County recently conducted a cost allocation study and developed an indirect cost rate of 12.18%. We are considering requesting grant reimbursement for a very small portion (not more than 1% of total project costs). In this case, I understand that they must be authorized and based on a specific rate in consultation with the FECC. Could you advise how we show proceed with this process?

After the award announcement, FECC staff will work with each successful applicant to prepare a Grant Agreement based on the grantee's application and the terms of this program announcement.

85. I also notice that the administrative cost category excludes the cost of meeting reporting requirement of the program. Should these costs be included under the match or is there an alternative method for recovering them?

Please see question #36.

86. There are several energy efficiency measures we would like to implement that are not listed on the ARRA Benefits Reporting Calculator. Please confirm that we may include these energy efficiency measures in the Grant Application so long as we include detailed calculations of the projected energy savings and appropriate documentation supporting the calculations.

Please see question #9.

87. We are independently calculating the projected energy savings of each proposed energy efficiency measure and in many instances our calculations are resulting in greater energy savings than what is being calculated in the ARRA Benefits Reporting Calculator. Please confirm that we may use our own calculations so long as we include appropriate documentation supporting the calculations.

Please see question #9.

88. Is building an anaerobic digester on a poultry farm an eligible project under Category 2 of the Florida Clean Energy Grant Program?

Eligible activities are determined to be categorically excluded under NEPA as described in Part I Section F and are allowable under 10 CFR 420.2, including:

1. Facility and Equipment Improvement: implementing, expanding, upgrading or demonstrating energy efficient products, equipment and materials (must be commercially available) for use in operations.
2. Renewable Energy Products: acquiring, upgrading or demonstrating renewable energy products, equipment and materials (no more than "small scale" deployment) for use in operations.
3. Process Improvement: determine potential energy efficiencies and then execute actions to reduce consumption or increase the efficient use of energy in existing production, manufacturing, assembly or distribution processes, including the purchase of equipment and materials to make processes more energy efficient.

89. The following is a follow up from my question e-mailed on June 7, 2010. A city is using a consultant to administer the grant and has set aside 10% for this cost, but the City will also issue an RFQ for engineering services for a particular project for design fees. The engineering services are directly related to the equipment cost for installation and selection and is not an actual consulting cost - is this ok?

Yes.

90. According to question 47 in the FAQ - Are engineering design fees included in administrative costs? No, engineering design fees are considered project costs. Is this the answer to my above question? Where on the budget would engineering design fees be?

These cost should be included under Section 6 Budget Detail - "Contractual Services"

91. We request a determination under Part II A. Eligible Applicants for Category 2. Organic Nutrician, LLC(ONL) is an operating pilot program located at: 10207 100th Street South, Boynton Beach, Florida 33437. ONL's mission is to produce a line of sustainable, healthy, organic agricultural products for the aquaculture, livestock and specialty markets through the development of an innovative waste recycling operation that integrates multi-level agriculture practices.

If Organic Nutrician, LLC is an existing Florida farm or farm operation as defined in Section 823.14(3), Florida Statutes it is eligible.

92. On page 1 of the Environmental Checklist portion of the Clean Energy Grant Application, what if anything should be used for the "Solicitation Number" asked for on that page?

See question #49.

93. Regarding the Florida Clean Energy Grant Program - Matching Funds section page 16, the following is noted: "Expenses related to a proposed project incurred prior to the award announcement are not eligible as Matching funds or in-kind contributions." Will you please explain this clause further?

All costs incurred prior to grant award are not eligible as Matching funds.

94. We have an agreement for donated equipment that we would list as matching funds. The equipment will be donated upon a granted award announcement. Does this qualify?

Yes; refer to Part IV, Section H.

95. In addition, would you be available for a phone conversation to discuss the guidelines for budgeting, tracking and reporting in more detail?

In accordance with the grant application guidelines, all questions must be written and submitted via email or fax.

96. The solicitation states that all funds must be expended by April 2012. Will applications that expend all funds by April 2012 but have research timeframes greater than the approximate 16 month period (December 2010-April 2012) be competitive? In short, our company has a project that meets the criteria of the solicitation but feel the research would be more meaningful if able to collect data over a period longer than 16 months. Any feedback you can provide would be greatly appreciated.

In accordance with federal regulations, applicants are prohibited from using SEP financial assistance:

- For construction, such as construction of mass transit systems and exclusive bus lanes, or for the construction of buildings or structures;
- To purchase land, a building or structure or any interest therein;
- To subsidize fares for public transportation;
- To subsidize utility rate demonstrations or state tax credits for energy conservation or renewable energy measures;
- **To conduct or purchase equipment to conduct research, development or demonstration of energy efficiency or renewable energy techniques and technologies not commercially available;**
- For gambling establishments, aquariums, zoos, golf courses or swimming pools;
- For any other activities prohibited by federal law.

97. If we have a project already in our C.I.P. that we are eventually planning to fund with PECO dollars, can we accelerate that project and use PECO dollars as a match? Would that strengthen or weaken a proposal?

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If the PECO funding has already been appropriated by the Florida Legislature then these dollars would not be eligible for match. This would be considered supplanting vice supplementing. The FECC must remain impartial. The FECC independent evaluators will evaluate projects based on the criteria outlined in Part III D of the Grant Guidelines.

98. We have identified solar thermal hot water for two dorms as an important project and included this initiative in our recently submitted Climate Action Plan. But we do not yet have specs that would allow us to bid the project. How detailed would our plans need to be to be acceptable?

Proposals should adequately define the project as required by the application guidelines. The FECC independent evaluators will evaluate projects based on the criteria outlined in Part III D of the Grant Guidelines.

99. If we are interested in an electric vehicle model that is not commercially available now, but is scheduled to be prior to April of 2012, would that be considered?

No. Equipment or processes should be commercially available upon application.

100. Can you recommend any worksheets, online or otherwise, that would aid in calculating number of jobs created?

Refer to Part III D of the grant guidelines and http://www1.eere.energy.gov/wip/pdfs/wap10-14_sep10-07_eecbg10-08.pdf.

101. Should the lead applicant be someone such as our President or Vice President or more appropriately someone such as our head of Physical Plant or Facilities Planner?

An applicant is an eligible entity as defined in Part II, Section A. The contact can be whomever the entity designates.

102. What information do you want on the 2nd page of the application under Million Source BTU saved and total million source BTU saved? That value is not computed in the spreadsheet that must be used.

The BTUs saved per activity should be entered under Million Source BTU saved for that particular activity. The sum of the savings for all activities should be entered under Total Source BTU Saved (millions).

103. What value do you want in the Total Cost Savings on page 2 of the application? Cost savings are not determined in the spreadsheet.

The total cost savings for all activities should be entered in Total Cost Savings.

104. Are the small cities and counties that were eligible under the EECBG Non-Entitlement Category 1, that applied for funding and which did NOT get funded, eligible for the Florida Clean Energy Grant? The language states that it includes those that were not eligible to apply directly to DOE for the EECBG and the above non-entitlement cities were not eligible to apply "directly."

Yes. See question #2.

105. I am having a bit of a frustrating time with the application. I cannot fill in the forms, even though I am using Adobe Acrobat Pro 9 and the site to review modifications seems to have a broken link as I have not

been able to get to MyFloridaClimate.com. Is there some way I can receive some assistance with this, given the brief amount of time remaining to complete the grant?

The link to http://myfloridaclimate.com/climate_quick_links/florida_energy_climate_commission is active and operational.

106. Are we permitted to include letters of support with the Florida Clean Energy Grant?

Letters of support are not permitted, however letters of commitment documenting Matching funds is permitted.

107. We received notice about the Florida Clean Energy Grant Program. Unfortunately, one of our project champion's family members is ill and he'll have to travel unexpectedly; therefore, we will not be able to submit an application by the due date of June 18. We'd like to know if there will be any other grants like this available that will have a longer timeframe in which to apply. Please let me know if you have any information about upcoming grants.

The application due date is June 18, 2010, 5 P. M. Eastern Standard Time

108. How is outdoor solar lighting input into the ARRA reporting spreadsheet? Is it in the renewables input sheet? If so I know that the lights use 3600 KWH per month? Do I figure how many KW that is per year to input into the spreadsheet? $3600/30/12 = 10$ kw per month x 12 months = 120 kw

See question 9.

109. It is my understanding that the EECBG calculator cannot be used for the Florida Clean Energy Grant. Is that correct? Also, you state that documentation can be provided in lieu of the spreadsheet. However, the guidelines state that this is not acceptable. Which is correct?

See question 9.

110. How do you recommend we submit a proposal for energy efficiency/energy generating equipment without crossing the line of free and open vendor competition? The items we would like to install are proprietary, but there is not enough time to document that by RFP before the grant is due. Would copies of pending patents suffice?

In order to be evaluated, proposals should adequately define the project as required by the application guidelines. If part of the application contains proprietary information or trade secrets that information must be clearly labeled.

111. Are State funds available from other sources eligible as "Matching Funds"?

Yes.

112. Is money contributed by University of South Florida considered as State funding?

Yes.

113. Is the value of land donated for the project by the University eligible as "Matching Funds"?

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Yes.

114. Although building construction is not an allowable activity, would specific “green element” projects such as photovoltaic panels on a new construction be an allowable activity?

Yes.

115. Since we are in the summer semester with many faculty on 9 months contact perhaps the deadline could be pushed by one or two months?

See question #107.

116. Where on the application do you want the average annual energy production?

Under Total Source BTU Saved (millions) – this is also Total Source BTU Produced.

117. Where on the application do you want the annual energy saved and/or produced per dollar of SEP funds requested?

Under Total Cost Savings

118. The referenced solicitation states that answers to inquiries about the solicitation will be posted on the Commission's website. I've not been able to find these answers on the website. Can you please provide detailed instructions about where to find those answers on the website?

See question #105.

119. Scoring criteria 5 cites an example that is hard to follow. Would you please provide a clearer or more detailed example to demonstrate how this information is to be calculated?

(Annual Energy Savings in kWh + Annual Renewable Energy Production in kWh) / SEP Dollars Requested = Energy Savings per Dollar of SEP dollars requested.

120. The Energy Savings and Energy Production table does not have the calculations asked for in the scoring criteria. Is it acceptable to change that table to provide the calculations and headings required?

No.

121. My first question was sent the Friday May 28th. That would have given you an entire week to formulate an answer. Please answer the question about the SEP calculator used for the EECBG Grants vs. the ARRA Benefits calculator as soon as possible as I believe it is very important. You have information on your FAQ sheet that refers to the SEP Calculator but the guidelines say to use the ARRA Calculator or you get 0 points. The FAQ sheet also says you don't have to use the provided calculator if you provide documentation but the guidelines say that you HAVE to use the calculator or you get 0 points. I need to know which one to use or if I am supposed to use both? The ARRA calculator does not calculate cost but there is a space for cost savings on the application. Where is that information supposed to come from?

See question #9.

122. I understand the page limitations on sections B, C & D of the Project Narrative. Is it acceptable to have backup documentation, tables & figures in an Appendix that would be referenced in the Project narrative or is there another preferred method?

No.

123. In section D.4 of the application packet instructions (found on page 12 of 19 of the packet), the following text appears:

Use the total jobs estimated above to calculate jobs created or retained per \$92,000 of total project cost:

1. Divide the total SEP funds requested + matching dollars provided by \$92,000.
2. Divide the Total Jobs number by the results of #1 above.

This number, rounded to the nearest whole number, will serve as the jobs score.

- On the actual application form, however, it appears that the calculation sequence is different from that stated in the instructions: on Attachment A, under "Jobs Created/Retained," lines 1-3 total the short-term and long-term jobs that will be created. In the subsequent calculation of job score, only Florida Clean Energy Grant Funds Requested (line 4) are considered. There is no mention of including any matching funds in the job score calculation sequence. Using these two methods yields different numerical results. Please clarify this apparent discrepancy in the scoring explanation.

Attachment A, Project Information Sheet has been revised. Under JOBS CREATED/RETAINED line 4 has been changed from "Total Florida Clean Energy Grant Funds Requested" to "Total Florida Clean Energy Grant Funds Requested plus Match."

124. Eligible applicants under Category 1 (\$8,000,000) include Florida state and local governments who **did not receive a direct allocation** of funds from the U.S. DOE for the Energy Efficiency Conservation Block Grant Program" The Grant Application states: "For Category 1 (representing \$8,000,000 of available funds), eligible applicants include Florida state and local governments who **were not eligible to apply directly to DOE** for the Energy Efficiency Conservation Block Grant Program." There is a significant difference in these two statements as local governments who did not receive a direct allocation were still able to apply to DOE for competitive funding. If you could assist us in answering this questions as soon as possible so that we can proceed accordingly it would be greatly appreciated.

Both statements are in reference to EECBG non-entitlement cities and counties. This is in reference to cities and counties that were eligible to apply to the State of Florida's EECBG Sub-Grants to Non-Entitlement Cities and Counties and not Cities and Counties that received direct funding from the Department of Energy.

125. Page 6 states geothermal can not be greater than 10 tons for NEPA. Does this only apply to 10 tons purchased with ARRA funds, allowing additional tonnage to be purchased with the grant matching funds?

No, the total project will be subject to NEPA review.

126. Page 9 states "The cost standard used to estimate costs must be provided as supporting documentation". Please explain the term "cost standard" what does this mean?

See question #83.

127. Page 15 states "Up to 10 % of grant funds may be used for Administrative costs, excluding cost of meeting reporting requirements of the program." We are looking for clarification on the "excluding cost of meeting reporting requirement". So if we wanted to hire a consultant to perform reporting requirement, this seems to be an administrative category of service. So could we have 10% of traditional admin costs and then

perhaps an additional 2% beyond that specifically dedicated to reporting costs, as this would result in a categorical total of 12% for administrative cost.

See question 89. The cost associated with the consultant would be listed in the Contractual category.

128. For the budget categories under Attachment A, Section G: we plan to install geothermal system through a local contractor. Would this cost be "equipment" or "contractual services"?

The equipment plus associated installation cost would be listed under equipment.

129. This question pertains to the ARRA benefits calculator. As seen in the two attached PDFs, the renewables input has PV data, but the renewables report tab has results showing in both PV and Wind? This has the result of doubling the stated benefits. Should we report this doubled number even though it does not appear to be accurate?

No, report the number for your specific activities.

130. Page 12 states "The applicant must provide, with the grant application, a print out of the corresponding worksheets from the benefits calculator." Are we to submit both the input and report sheets, or just the report sheet?

Please provide the input and the report sheets.

131. Will kits to convert hybrid fleets to plug-ins be considered as eligible costs?

Yes. Please refer to Part II B of grant guidelines.

132. Cost allocation plans and indirect cost proposals. Requirements for development and submission of cost allocation plans and indirect cost rate proposals are contained in Attachments C, D, and E. However, I can find no such reference. I am still trying to determine (a) whether our indirect cost rate must be authorized by the FECC prior to the application being submitted, (b) if this negotiation process can wait until funding is approved, or (c) if I am missing the appropriate directions in the NOFA.

Please refer to question #83.

133. Am I correct in assuming that since we can only submit one application then we are not allowed to put several projects on that one application, for example - purchasing alternative fuel cars and installing solar panels at the golf course? But, if we decide to do solar panel project - as a City - might we apply to put solar panels at the recreation center to heat the pool, at the facilities maintenance center, and at the golf course - would this be considered one project and one application or are we only allowed to do one project on one application.

Please see question #23. However, please note that projects associated with pool, casinos, golf courses, aquariums and zoos are ineligible.

134. What is the definition of alternative fuel vehicles? Can we purchase hybrid vehicles with this grant? Can we purchase trucks that can run on bio-diesel (20% vegetable oil)?

Yes as long as the vehicles are commercially available. Please see Part II B of grant guidelines.

135. Under "Evaluation Review Criteria" #2 Project Team, who would be considered a team member (e.g, would a consultant be a team member?)?

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Yes, if grant funds or match dollars are being provided for services.

136. Under "Evaluation Review Criteria" #3- the matching component, can the match be an in-kind contribution?

Yes. Please see question #48.

137. If we are proposing to work with Trane and other companies, what is acceptable for substantiating qualifications.

Please see question #22.

138. Please provide a calculator or conversion table/factor to provide the "Cost Savings" in dollars associated with: "Greenhouse Gas Reduction" and "Criteria Pollutants". These values are not provided in the DOE Metrics Benefits calculator.

An input for cost savings for green house gas reduction is not required for this application. Only the green house gas reduction will be scored.

139. Regarding the Clean Energy Grant application. Is the cost of engineering plans and use of consultant to obtain permit approvals to install energy efficient lighting an eligible project?

Yes, if these are requirements for the installation of the lighting.

140. I have a question about the Clean Energy Grant. In the information, it states that eligible applicants include: "local governments who did not receive a direct allocation of funds from the US DOE EECBG." The City of Fort Meade was awarded funding for EECBG, but we applied through the state, not directly through US DOE. Does that make us eligible to apply for the Clean Energy Grant? I don't mean to sound too meticulous, but I need to clarify.

Yes. Please see question #2.

*** Attachment A, Project Information Sheet has been revised. "Greenhouse Gas Reduction" section has been added to page two of Attachment A. Please use this section to document the projects greenhouse gas reduction.**

141. What is the definition of alternative fuel vehicles?

Hybrid and biofuel vehicles are eligible as long as they can provide petroleum reduction. Refer to <http://www.afdc.energy.gov/afdc/> for reference.

142. Do the Florida Clean Energy Grants Program projects have to follow the Davis Bacon Act?

Yes, refer to question #6.

143. On page 9 of 19, Part III APPLICATION REVIEW, in Section A, item "E. PROJECT/DELIVERABLES/OUTPUT" states in part:

"Summarize the project budget by Project Task using the format in Attachment A."

It is not clear what sort of budget summary is referenced here. There is no blank table format in this section (which is part of Attachment A), and the two following sections F and G request information on "Total Budget by Task" and "Budget Summary" respectively, with appropriate blank formatted tables for that information.

Please clarify what information is requested under Section E and the format in which it is to be provided.

Section E of Attachment A, Project/Deliverables/Outputs provides a blank table to be filled out. The project should be broken into task with specific deliverables and timelines attached to those tasks/project activities. An example of project task may include: Installation, procurement phase or design and the corresponding deliverables may include photos of installation, procurement documents or blue prints. Section F of Attachment A, Total Budget by Task ties funding allocations to the specific tasks in Section E of Attachment A, Project/Deliverables/Outputs.

144. Regarding question #128, you responded that equipment installed by a contractor should be listed in the Equipment budget category. Typically, a contractor includes the cost of the equipment to be installed in the quote and the contract is subsequently paid for the entire project at one time. Your response indicates that you want ONLY labor costs associated with each project deliverable listed in the Contractual Services and a separate breakout of the cost of materials/equipment in the Equipment category. Is that correct?

No, question 128 implied that the labor cost and equipment cost were under one contract and, subsequently, would fall in the "Equipment" Category.

145. Referencing question #122, am I correct in interpreting your answer that it is appropriate to have supporting documentation in an appendix as there is no other preferred method? If an appendix is not allowed, how do we submit our supporting documentation?

No, the requested information must fit within the page limits set in Attachment A

146. This is in regards to Part III, Section D, #5- Energy Savings and Renewable Energy Production.

The non-residential retrofit that we would be funding is not available on the calculator. Our proposal would be retrofitting marine diesel engines that range in size from ~700-11,000 hp. Please advise.

Refer to question #9.

147. Under D. Project Description, the guidelines state to include maps, graphs, charts, etc if applicable to a deliverable to support project activities. Is there a limit on the number of attachment that can be included in the application package?

Please refer to question #122 and #145.

148. On page 15 of 19, Part IV AWARD ADMINISTRATION INFORMATION, Section G, "ADMINISTRATIVE COSTS" states in part:

"Up to 10 percent of grant funds may be used for Administrative Costs, excluding the cost of meeting reporting requirements of the program."

I am unclear as to the meaning of the second clause of this sentence. Does it mean that we are allowed 10 percent of grant funds for administering the grant, and costs of meeting reporting requirements are allowable in addition to the 10 percent? Please clarify the meaning of this sentence.

Yes but you must be able to justify an inextricable link between meeting the reporting requirements and the additional cost associated with meeting those obligations.

149. I am confused by the RFP's explanations about how to show administrative costs and indirect cost. I do understand that the funder would like see indirect costs presented as a matching component. Also, it appears that to claim indirect costs either as matching or to be included in the grant amount, there must be a consultation with the Florida Clean Energy Grant Program. My other concern is how to present administrative cost within the budget template configuration. Please advise.

Refer to Section 7 of the Project Budget. There are two columns labeled Total Indirect Costs for Grant and Total Indirect Costs for Match that may be used to show indirect costs. In addition, please refer to question 83 for the second part of your question.

150. If an applicant indicates a percentage of matching funds for a proposed project, are they obligated to commit those funds or can the Grant Funding be returned if the project ultimately does not proceed? A particular example is a County government that has earmarked funds for a project but will ultimately require Board of County Commissioner approval to spend those funds.

If awarded grant funds an applicant is obligated to produce the amount of match stated in their grant application or the grant agreement will be terminated.

151. Would installing HVAC controls be an allowable activity?

Refer to question #12.

152. Would the installation of submeters for buildings be an allowable activity?

Refer to question #12.

153. In Attachment A, under the "indirect cost" section, there is a reference to "Work Plan". I could not find any other reference to this terminology. Please provide an explanation for this term.

The work plan refers to the Attachment A document.

154. Is the purchase and installation of energy-efficient chillers and boilers and allowable expenditure under this program?

Yes, please refer to Part II B of the Grant Guidelines

155. Do you have available a grant example we can work from.

No.

156. Is postmark of prior to 5pm, June 18 considered received "on time" or does it need to be received by FECC staff by that time?

No, it must be received by FECC staff prior to 5pm EST, June 18, 2010.

157. In reference to the ARRA Florida Clean Energy Grant Program, is this program going to be offered again?

Currently, the program will not be offered again.

158. Do you anticipate a possibility of an extension on the deadline for this current application period?

No.

159. Do hard copy materials need to arrive by June 18th, 5 pm EST, or do they need to be postmarked by that date?

Please refer to question #156.

160. Does the lead applicant have to administer the grant or can a project partner perform the administrative functions of the grant on behalf of the lead applicant?

Yes, but the lead applicant is responsible for the project partner's actions and performance.

161. On page 1 of the grant solicitation it states as part of the application process to submit one (1) electronic PDF copy on a non-rewritable CD of the application and all supplemental materials. In addition, on page 9, under the APPLICATION COMPLETENESS REVIEW, it says "Pages, including attachments, should be numbered sequentially. Applicants must provide printouts demonstrating that registrations with DUNS, CCR, and MyFloridaMarketPlace are complete." Also, on page 9 under D. PROJECT DESCRIPTION; it says "Include maps, graphs, charts, etc. if applicable to a deliverable, to support project activities." The answer to Question #130 also says we are to provide the input and report sheets from the benefits calculator. Please clarify how this supplemental information/documentation is to be submitted in both hard copy and electronic formats.

You may convert this information to PDF format.

162. Please provide more information for Category 2 participants that are farms collaborating with university/institutions, and other partner agencies. How shared administration, implementation, energy evaluation, funding issues should be addressed in Florida Clean Energy Grant?

That information is for the applicant to decide.

164. On page 12 of 19 and on the recent FAQs the formula is stated as:

SEP Dollars requested/(Annual Energy Savings in KWh + Annual Renewable Energy Production in kWh) = Energy Savings per Dollar of SEP dollars requested.

First, the example on page 12 of 19 is in MWh and the answer on the latest version of FAQs is in KWh. Second, regardless of the measurements, this formula results in a higher Energy Savings per Dollar of SEP for less energy saved?

i.e.:

as on page 12 of 19: if you are requesting \$500,000 and saving/creating 1170MWh = 427.35 deferred per dollar of SEP funds requested

if you are requesting \$500,000 and saving only 409 MWh = 1222 deferred per dollar of SEP funds requested.

Isn't this backwards?

Yes, it should read $(\text{Annual Energy Savings in kWh} + \text{Annual Renewable Energy Production in kWh}) / \text{SEP Dollars Requested} = \text{Energy Savings per Dollar of SEP dollars requested}$.

165. Should scoring criteria 5 of the grant guidelines be in Mwh or Kwh?

kWh.

*** This is the Final FAQ***