

## ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT APPLICATION

Funding provided through the American Recovery and Reinvestment Act/Energy Efficiency and Conservation Block Grant Program

**Application Deadline to WVDOE – \_\_\_\_\_, 2010**

### APPLICATION INSTRUCTIONS

1. Applications must be submitted to and reviewed by the Regional Planning and Development Councils (RPDCs) on behalf of the eligible applicant county commissions or municipalities. Direct applications from county commissions or municipalities to the West Virginia Division of Energy (WVDOE) will not be accepted.
2. Counties or Municipalities receiving direct funding through the ARRA Energy Efficiency & Conservation Block Grant Program are not eligible to apply.
3. The maximum amount available to an eligible local government is \$200,000, regardless of number of projects.
4. EECGB funds cannot be used for projects already under construction.
5. Local governments may apply to fund more than one project but must submit only one project per application.
6. All EECGB grant award payments will be made on a reimbursement basis consistent with work completed according to a milestone chart to be used in the grant agreement
7. All questions regarding the process or eligible projects by local government applicants should be directed to their respective RPDCs.
8. The RPDCs will be responsible for assisting eligible local governments in the development of applications. The RPDCs will select projects to be submitted to WVDOE for approval. WVDOE will review the RPDC recommendations and provide final approval of the projects.
9. Knowledge of and compliance with the special terms and conditions of the American Recovery and Reinvestment Act, the National Environmental Policy Act, state and federal historic preservation regulations or other regulations is the responsibility of the awardee
10. Applicants must provide a resolution authorizing the project.

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## A. APPLICANT INFORMATION

**Applicant name** \_\_\_\_\_ FEIN \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

Name of chief-elected official \_\_\_\_\_

Title of chief-elected official \_\_\_\_\_

Signature of chief-elected official \_\_\_\_\_

**Project Name** \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

Name of project manager \_\_\_\_\_

Title of project manager \_\_\_\_\_

Signature of project manager \_\_\_\_\_

Amount requested \_\_\_\_\_ Total project budget \_\_\_\_\_ RPDC region of project \_\_\_\_\_

FOR RPDC USE:

## B. PROGRAM ACTIVITIES

### 1. Eligible Activities - Check boxes that apply to your project

**Projects Are Limited To:** installation of insulation; installation of efficient lighting; heating, ventilation, and air conditioning (HVAC) and high-efficiency shower/faucet upgrades; weather sealing; the purchase and installation of ENERGY STAR appliances; installation of solar powered appliances with improved efficiency; and replacement of windows and doors.

#### a. Furnaces

- Improve efficiency or replacement of existing boiler and/or furnace
- Replacement and/or improvement of the heating system (*pipng, fans, pumps, controls*)

#### b. Improve building envelope thermal performance

- Increase insulation in walls, attics, basements or roofs
- Replace older windows with new ones that have a higher insulation value
- Install air infiltration measures (*weather-stripping, sealing and caulking*)
- Install new or upgrade existing building Energy Management Systems
- Weather sealing

#### c. Energy-saving improvements

- Energy-efficient lighting upgrade
- High-efficiency shower/faucet upgrade
- Purchase/installation of ENERGY STAR appliances

#### d. Performance Contract

- Preliminary audit performed by ESCO
- Contract executed with ESCO

#### e. Renewable Energy Technology – Development, implementation, and installation on or in any government building of onsite renewable energy technology that generates electricity from renewable resources. Projects Are Limited To:

- Solar Electricity/Photovoltaic – *appropriately-sized system or unit on existing rooftops and parking shade structures; or a 60 KW system or smaller unit installed on the ground within the boundaries of an existing facility.*
- Wind Turbine – *20 KW or smaller.*
- Solar Thermal – *system must be 20 KW or smaller.*
- Solar Thermal Hot Water – *such as appropriately sized for small buildings.*
- Ground Source Heat Pump – *5.5-ton capacity or smaller, horizontal/vertical, ground, closed-loop system.*
- Combined Heat and Power System – *boilers sized appropriately for the buildings in which they are located.*
- Biomass Thermal – *3 MMBTUs per hour or smaller system with appropriate Best Available Control Technologies (BACT) installed and operated.*
- Installation of solar-powered appliances

**B. PROGRAM ACTIVITIES CONTINUED**

**2. Evaluation and Ranking Criteria**

**a. Anticipated annual energy savings per dollar invested**

- 1. Annual energy savings in BTUs \_\_\_\_\_
- 2. Total cost of the project \_\_\_\_\_
- 3. Anticipated annual energy savings per dollar invested (line 1/line 2) \_\_\_\_\_

**b. Jobs created/retained**

- New county/municipal hires (\_\_\_\_\_ no.)

**c. Use of an energy service company (ESCO) or HVAC/building contractor**

- ESCO
- HVAC/building contractor

**d. Which type of building will your project address?**

- Courthouses or city halls (including annexes)
- Other county or municipal owned and operated facilities (please list) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**e. Cost share contribution**

- Greater than 25%
- 15% - 24%
- 0% - 14%

**f. Provide a description of the facility to be renovated and earlier (last five years) energy efficiency investments in the facility. The description must include the building square footage (conditioned space), one year of monthly energy usage and costs by utility and the percentage of energy types used for heating (if more than one energy source is used, please include an approximate percentage estimate of use for each type). Photos showing the proposed activity area (furnace, windows, ceiling etc.) are requested.**

**g. Shovel-readiness (Check all that apply):**

- Feasibility study, industrial grade audit (if performance contract is being used) completed
- Permitting requirements completed
- Estimated project and capital costs identified
- Procurement bid documents prepared
- Scope of work, project schedule prepared

## B. PROGRAM ACTIVITIES CONTINUED

### 2. Evaluation and Ranking Criteria continued

**h. Provide a description of the project and evidence supporting the funding request** *[e.g., equipment and labor estimates, bid sheets, descriptions of the estimated square footage involved and the activity to occur (i.e. square footage of glass to be replaced in window retrofit project, replacement of XXX BTU HVAC system with a XXX BTU HVAC)]. Attach a timeline with milestones supporting project activities. A detailed description (less than 10 pages) may be attached to the application. Please provide in the description an estimated annual energy savings in KWH or MMBTUs.*

**i. Provide a description of your grant administration procedures.**

**j. Provide a description of how you will document energy savings** *(use of ENERGY STAR Portfolio Manager, for example).*

**B. PROGRAM ACTIVITIES CONTINUED**

**3. Budget Information**

CATEGORY	EECBG FUNDS REQUESTED	OTHER FUNDS <small>(If using "Other Funds," enter source information and amount received in section 4 below.)</small>	TOTAL FUNDS
Personnel Costs			
Fringe			
Equipment			
Contractual/Labor			
Travel			
Supplies			
Materials			
Other			
<b>Total Project Costs</b>			

**4. Other Funding Information**

FUNDING SOURCE <small>(Name of Program)</small>	AMOUNT
<b>Total Funds Received</b>	

**5. Project Impacts:**

- a. Renewable Technology Capacity Installed (MW): \_\_\_\_\_
- b. Annual Estimated Energy Savings (KWh): \_\_\_\_\_
- c. Annual Estimated Green House Gases Reduced (metric tons of CO2): \_\_\_\_\_
- d. Annual Estimated Jobs Created/Retained: \_\_\_\_\_ / \_\_\_\_\_

A complete copy of the ARRA Special Provisions is attached to this application and it is the responsibility of the subgrantee to meet all relevant ARRA conditions, including Section 10 CFR 600.236 pertaining to the hiring of Minority and Women-Owned Business Enterprises.. Each participating agency must agree to review and sign a copy of the provisions indicating they have read and agree to the provisions prior to any award.