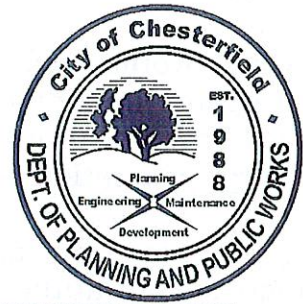


**Memorandum****Department of Planning, Public Works & Parks**

**To:** Mike Herring, CA  
**From:** Mike Geisel, DPPW & P  
**Date:** 1/13/2012  
**Re:** **Energy Grant Application**



As you have directed, the Department of Planning, Public Works, and Parks continually seeks out opportunities for outside funding as well as opportunities to offset operational costs. As you also know, as a result of the American Recovery and Reinvestment Act, the City previously received \$219,500 in grant funds that were used to partially pay for construction of phase one of the Riparian Trail. The State of Missouri has indicated that some funds may yet be available under this program, due to other communities inability to proceed with grant projects or project funding not being fully expended. Concurrently, we have had ongoing consultations with Heartland Alternative Energy about submission of a grant application to acquire some of this funding on behalf of the City of Chesterfield.

At this juncture, I am requesting concurrence from the Planning and Public Works Committee to pursue the grant under the Energize Missouri Communities and American Recovery and Reinvestment Act of 2009. The conceptual project consists of a 10 KW photovoltaic array at the Public Works Facility, a 10 KW photovoltaic array at the Central Park Pool, and a 10 - 15 KW wind turbine at the Chesterfield Valley Athletic Complex. A total project capacity of 30 KW - 35 KW. The total gross cost of this project is initially estimated at \$200,000. As a condition of the grant, the City would be responsible for not less than 25% of this cost, or \$50,000. However, in conjunction with their photovoltaic rebate program, Ameren will reimburse users at the rate of \$2 per DC KW capacity added, with a maximum rebate of \$50,000. As such, we would be eligible for the full \$50,000 rebate if we were successful in our grant and proceeded with a 35 KW installation. In addition, once online, the project would be "net metered", which allows any temporary or excess power to be purchased by Ameren. We are, in effect, only paying for our "net" power usage. In reality, we would expect the system to simply reduce our consumption from the power grid, thereby reducing our expenses.

If we are successful in achieving the grant, we would propose to hire Heartland Alternative Energy, LLC, to manage the grant, prepare design and bid documents, and oversee the installation and documentation. Their fee for these services are \$1,000 for a maximum of five months, and 10% of the project budget (\$200,000). Based on this project, the total fee would be not more than \$25,000, and then only if we receive the grant and move forward with the project. → WOULD BE REDUCED BY ALL SAVINGS REALISED ON OUR ELECTRIC BILLS! ✓ MGH

In summary, I am requesting concurrence from the Planning and Public Works Committee, to pursue a \$200,000 project grant. Based on current project configuration and estimates, the City's share of the total project would be \$50,000,

Mike Herring  
Energy Grant application  
January 13, 2012  
Page two

which would subsequently be fully recovered by Ameren's photovoltaic rebate program. In addition, if successful, we would engage Heartland Alternative Energy at a cost not to exceed \$25,000, and we would have added 30 - 35 Kilowatts of energy generation capacity to three City facilities.

If you have any questions or require additional information, please advise. I request your authorization to place this on the upcoming PPW agenda.

Cc Brian McGownd, Public Works Director  
Tom McCarthy, Parks and Recreation Director

attachments

✓ jzh  
1/13/12

→ ADD TO P/PW  
COMMITTEE AGENDA



## Missouri

### Incentives/Policies for Renewables & Efficiency

#### Ameren Missouri - Photovoltaic Rebate Program

Like 4

Last DSIRE Review: 07/29/2011

#### Program Overview:

State:	Missouri
Incentive Type:	Utility Rebate Program
Eligible Renewable/Other Technologies:	Photovoltaics
Applicable Sectors:	Commercial, Industrial, Residential, Nonprofit, Schools, Local Government, State Government, Fed. Government, Agricultural, Institutional
Amount:	\$2.00/W DC
Maximum Incentive:	\$50,000
Eligible System Size:	Maximum capacity of 100 kW (the limit for net metering in Missouri)
Equipment Requirements:	Equipment must be new; modules and inverters must have a minimum warranty of 10 years; lockable external disconnect switch required
Installation Requirements:	System must be grid tied, net metered, and permanently installed on the customer's property
Ownership of Renewable Energy Credits:	Customer-generator
Start Date:	01/01/2011
Web Site:	<a href="http://www.ameren.com/sites/auc/Environment/R...">http://www.ameren.com/sites/auc/Environment/R...</a>

#### Summary:

Ameren Missouri offers rebates to its customers for the installation of net metered photovoltaic (PV) systems on their properties. **The rebate is set at \$2.00 per DC watt with a maximum rebate of \$50,000.** Although the program guidelines and application do not list a firm maximum system capacity, the requirement that the system be net metered implicitly limits system size to 100 kilowatts (kW), the maximum size allowed under Missouri's net metering rules. Only systems that become operational after the opening date of the program (January 1, 2011) are eligible for incentives.

In order to qualify for incentives, a customer must have an electric account in good standing with the utility. Eligible systems must use new equipment; be permanently installed on the customer's property; and have module and inverter manufacturer's warranties of at least 10 years. Installations must comply with all applicable federal, state and local codes and standards, including the state of Missouri's Interconnection Standards. Rebate recipients must certify that the system will remain in operation on their property for its useful life (deemed to be a minimum of 10 years). Notably, the customer retains ownership of all solar renewable energy certificates (SRECs) generated by the system.

This program arises from 2008 Proposition C, a ballot initiative that established a state renewable portfolio standard in Missouri and required the state's investor-owned utilities to offer solar rebates of at least \$2.00 per watt beginning in 2010. Please see the [program web site](#) and the "Missouri's Proposition C" of the Ameren Missouri site for further details and program applications.

---

**Contact:**

Lisa Cosgrove  
Ameren Missouri  
One Ameren Plaza  
1901 Chouteau Ave.  
St. Louis , MO 63013  
Phone: (314) 554-2649  
E-Mail: [LCosgrove@ameren.com](mailto:LCosgrove@ameren.com)  
Web Site: <http://www.ameren.com/>



# MO SOLAR ELECTRIC REBATE APPLICATION

## APPLICANT

Name \_\_\_\_\_ Are you a past solar rebate recipient? Yes No

Business Name \_\_\_\_\_ If residential, is this your primary residence? Yes No

Mailing Address \_\_\_\_\_ Is this property new construction? Yes No

City, State, Zip \_\_\_\_\_ Is PV system a New System Expanded System?

Phone \_\_\_\_\_ SOLAR SITE Address (if different): \_\_\_\_\_

E-mail \_\_\_\_\_

Ameren Missouri Acc't #: \_\_\_\_\_

## SOLAR INSTALLER

Name \_\_\_\_\_ Business Name \_\_\_\_\_

Mailing Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

## INSTALLATION INFORMATION

Solar Module Manufacturer \_\_\_\_\_ Inverter Manufacturer \_\_\_\_\_

Solar Module Model # \_\_\_\_\_ Inverter Model # \_\_\_\_\_

Number of Modules/Panels? \_\_\_\_\_ Inverter Rating \_\_\_\_\_ kW

Module Rating? \_\_\_\_\_ DC wattage \_\_\_\_\_ Warranty \_\_\_\_\_ years (Circle on Spec Sheet)

System rating (sum of solar panels) \_\_\_\_\_ kW Location of modules? Roof Ground

Module warranty? \_\_\_\_\_ years (Circle on Spec Sheet) Installation Type? Fixed Ballast

Battery system? Yes No (if yes, answer next line) System Installation Date: \_\_\_\_\_

\_\_\_\_\_ # of batteries and rating \_\_\_\_\_

Attached **required** copies of receipt(s)/invoice(s)? Yes No (Circle Purchased Date)

## DECLARATION

A completed "Taxpayer Information" form **must** be submitted with this rebate application in order for Ameren Missouri to process rebate payment

Rebate of \$2/watt up to 25,000 watts (25 kW) on expanded or new systems operational after 12/31/09, maximum rebate of \$50,000

Solar equipment must be net meter interconnected with an approved net metering agreement between above applicant and Ameren Missouri

Retail account must be active and in good payment standing

Solar system must be permanently installed on the applicant's premises

Solar system must remain in place on premises for the duration of its useful life – a min. of 10 years

Equipment must be new, commercially available and carry a min. 10 year warranty (circle purchase date on invoice)

The DC wattage rating provided by the original manufacturer will be used to determine rebate amount

A complete application and all necessary backup are required to be submitted to Ameren in order to qualify to receive the solar rebate (necessary backup includes: detailed invoice of equipment, proof of warranty and specification sheets on each component)

Business corporations receiving a \$600 or more rebate will receive a 1099 (please consult your tax advisor with any questions)

I understand that this program has a limited budget, and that applications will be accepted on a first-come, first-served basis, while funds are available. It is possible that I may be notified I have been placed on a waiting list for the next year's rebate program if funds run out for the current year. This program may be modified or discontinued at any time without notices.

Net-RECs created by the production of solar renewable energy from the installed solar system belong to the customer.

I, the undersigned, warrants, certifies and represents that the information provided in this form is true and correct to the best of my knowledge; and the installation meets all Missouri Net Metering and Solar Electric Rebate Program requirements.

## ATTACHED DOCUMENTS

Documents included: Photos of the completed PV System Verification of the PV Nameplate Capacity - Detailed Invoice and Spec Sheet Attached

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Solar Installer's Signature

\_\_\_\_\_  
Print Applicant's Name

\_\_\_\_\_  
Print Solar Installer's Name

Date: \_\_\_\_\_ Date: \_\_\_\_\_

FOR COMPLETED APPLICATION TO: Ameren, 1901 Chouteau Ave., MC 611, St. Louis, MO 63103, ATTN: Lisa Cosgrove-Renewables

**To avoid delaying receipt of the solar rebate payment, be sure to double check that all application information has been completed and all documentation is included with the rebate application when submitted.**

OFFICE USE: Date App. Rec'd.: \_\_\_\_\_ Eligible for Rebate Yes No Eligible Rebate Amount \$ \_\_\_\_\_

Input into API for Rebate to be processed Yes No Date Rebate Mailed \_\_\_\_\_

**PROPOSAL TO CITY OF CHESTERFIELD  
TO PROVIDE GRANT ACQUISITION  
AND PROJECT MANAGEMENT SERVICES**

**Submitted to:**

Brian McGownd  
Public Works Director  
City of Chesterfield  
690 Chesterfield Parkway West  
Chesterfield, MO 63017

**Submitted by:**

Charles Welegala  
Heartland Alternative Energy, LLC.  
17631 Lisa Valley Ct,  
Chesterfield, MO 63005

**JANUARY 10, 2012**

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## **BACKGROUND**

The Cities of Manchester and Ballwin partnered and were awarded in 2010 a grant from the Energize Missouri Communities and American Recovery and Reinvestment Act of 2009 Energy Efficiency and Conservation Block Grant (EECBG) Program to assist with two photovoltaic arrays located at the Manchester Public Works and the Ballwin Government Center. Those projects having been completed, the City of Ballwin now has an interest in seeking additional funds leftover from the state's allocation to install a photovoltaic array at the Pointe Recreational Center. The Energize Missouri Communities Program is willing to consider a proposal that now includes the City of Chesterfield as an additional sub-grantee for projects that fall under the original scope of work.

The City now must submit a proposal to the State detailing the project that must be completed by August 2012. It will be ranked and compete against other proposals according to the following:

- Jobs created and maintained.
- Energy savings and reductions in green house gas emissions.
- Promotion of renewable energy to the public.
- Use of readily available and industry tested equipment.
- Feasibility of project completion by August 2012.
- Use of materials that comply with the Davis-Bacon Act and Buy American Provisions

## **DESCRIPTION OF SERVICES**

Heartland Alternative Energy (HAE) will provide a Grant Administrator and Project Manager to prepare the proposal for the state, oversee the contractors executing the work, and liaise with State and City officials and contractors.

HAE is actively seeking a lease agreement for solar and wind for the City of Chesterfield. If the EECB Grant funds are not available we will have an alternative to reduce the energy demand of the City in the future.

HAE's project manager will follow standard project management practices ensuring project competency. He will execute all the technical guidelines, standards, policies, and procedures as identified in the Energize Missouri Communities grant agreement.

As part of his ongoing duties he will evaluate the progress of the project, taking any proactive or corrective action to prevent schedule or budget overruns.



## **SCOPE OF WORK**

The HAE Grant Administrator and Project Manager will perform the following functions:

- Assist the City with any initial legal agreements with the state.
- Train selected city officials on grant regulations, answer inquiries, and coordinate with state as required by the project.
- Oversee the procurement activities.
- Insure all selected contractors sign any necessary city paperwork before starting work.
- Audit the monthly invoices for life of project.
- Perform quality control activities for life of project.
- Resolve conflicts, correct errors, and generally keep the project on schedule and within budget.
- Maintain complete and accurate files.
- Complete any required state or federal forms as needed.
- Prepare any reports required for the City, state, or federal government as outlined in original grant award document.
- Submit requests for the Energize Missouri Grant funds from the State of Missouri on schedule as established in original grant award document.

## **LOCATIONS FOR THE WORK**

HAE will perform work as Project Manager for the following locations as established in the grant request document.

- 17925 North Outer Forty Chesterfield, MO 63005
- 16365 Lydia Hill Dr. Chesterfield, MO 63005

## **PROPOSED FEES**

The following table indicates the activities that HAE will perform for this project, along with an estimate of the hours required for each activity. HAE stipulates that their remuneration will not exceed 10% of the expected total project budget of \$200,000 plus a monthly stipend of \$1,000 for a maximum of 5 months.

## **SCHEDULE**

The following is a rough outline of the timeline for completing the activities of this project.

February	Submission of grant proposal
March	Receipt of bids and selection of contractor
April/May	Installation of Photovoltaic Arrays and Wind Turbine
June	Submission of Reimbursement Request to State and Ameren
August	Close out project / submit final report

## **DESCRIPTION OF HEARTLAND ALTERNATIVE ENERGY**

Heartland Alternative Energy, LLC (HAE) started as a Solar and Wind Energy Company, and for the last two years, working as a consultant to State and Local governments to reduce their energy usage. HAE also works with commercial and residential clients assisting them in reducing energy consumption and encouraging the move to alternative energy sources, such as solar panels. Based in St. Louis, HAE services a 12 state area comprised of Nebraska, Kansas, Missouri, Iowa, Wisconsin, Illinois, Indiana, Kentucky, Tennessee, Arkansas, Louisiana, and Oklahoma.

As an energy consultant HAE works with their client to achieve the best possible solution to their needs. Their methodology includes:

- Needs Assessment/Energy Audit – Done to locate the areas where the facility is losing energy.
- Site Survey – Determines the best strategy for your project.
- Financial Analysis/Consultation- Walk through of the options to explain all the available incentives.
- Project Implementation – A two-step process:
  - Design: Determine the system size most economical within budget.
  - Installation: Project Manage the installation ensuring quality.
- Project Management and Coordination – Coordinate all activities, assist with rebates, tax credits, loans, grants, and utility interconnection agreements.
- Satisfaction – Review and discuss all questions on the operation of the renewable energy system. All HAE systems come with industry warranties.
- Final Walk Thru – Project Manager physically inspects all work to ensure quality results.

### **GRANT ADMINISTRATOR**

HAE will designate Mr. Charles Welegala as the project manager. Mr. Welegala will be personally responsible for the work on this project. HAE will only remove Mr. Welegala from this project upon written approval by the City of Chesterfield.

Mr. Welegala is a professional with over 25 years experience in management- building and leading productive teams, improving work processes, and problem solving. He has an extensive background with energy improvement projects for governmental, commercial, and residential energy improvement projects. Mr. Welegala brings the following unique qualifications for this position.

- Worked with the City of Ballwin and Manchester to determine the areas needed to develop the original grant.
- Worked with Ameren and many other electrical co-ops regarding installation of photovoltaic arrays and small wind turbines.

## REFERENCES

City of Ballwin  
14811 Manchester Road  
Ballwin Missouri 63011-4617  
Contact Person: Jerry Klein  
Telephone: 636-227-2528

City of Manchester  
14318 Manchester Road  
Manchester Missouri 63011  
Contact Person: Ed Blattner, City Manager  
Telephone: 636-227-1385 ext. 109

Southeast Missouri State University  
(SEMO)  
One University Plaza  
Cape Girardeau, Missouri 63701  
Contact Person: J Jamison, University Electrical Engineer  
Telephone: 573 450-6920



# Energize Missouri's Communities - Efficiency and Conservation Block Grant Program Frequently Asked Questions



Energy Center fact sheet

9/2009

## General

### What is Energize Missouri Communities?

The Missouri Department of Natural Resources created Energize Missouri Communities to distribute funding received from the U.S. Department of Energy, or DOE, under the Energy Efficiency and Conservation Block Grant, or EECBG, Program. The purpose of Energize Missouri Communities is to provide funding, through a competitive grant process, to assist local governments in creating and implementing strategies to:

- Reduce fossil fuel emissions in a manner that is environmentally sustainable and to the maximum extent practicable, maximize benefits for local and regional communities.
- Reduce total energy use.
- Improve energy efficiency in the building, transportation and other appropriate sectors.
- Create and retain jobs.

### What is the Energy Efficiency and Conservation Block Grant, or EECBG, Program?

The Federal Energy Independence and Security Act of 2007 established the EECBG Program to assist eligible entities in creating and implementing strategies to reduce fossil fuel emissions, reduce total energy use and improve energy efficiency in several sectors. The American Recovery and Reinvestment Act of 2009, or ARRA, appropriated funds for the first time to the EECBG program. Under the EECBG program, DOE provided grant funds to states, territories, Indian tribes and large cities and counties for eligible projects.

### What is the total funding amount available under Energize Missouri Communities?

The Department of Natural Resources will distribute about \$11 million of the EECBG funds under the Energize Missouri Communities program through a competitive grant process.

### Will 100 percent of MDNR funds be passed through to the communities?

The U.S. DOE awarded \$12,568,100 to the Missouri Department of Natural Resources on Sept. 14, 2009 to use for the EECBG Program. DNR will distribute 90 percent of these funds through grants to eligible cities and counties for the purpose of energy efficiency activities. The other 10 percent will be used for grant administration.

### What are entitlement and non-entitlement communities?

Entitlement communities received direct funding allocations from DOE based on a population formula. Non-entitlement communities are those that did not receive any direct funding from the federal government.

Missouri entitlement cities include: Blue Springs, Cape Girardeau, Chesterfield, Columbia, Florissant, Independence, Jefferson City, Joplin, Kansas City, Lee's Summit, O'Fallon, Springfield, St. Charles, St. Joseph, St. Louis, St. Peters and University City.

Missouri entitlement counties include: Cass, Christian, Clay, Franklin, Greene, Jackson, Jasper, Jefferson, St. Charles and St. Louis.

**Are the PowerPoint and other workshop materials available online?**

Yes. They are available on the department's Energize Missouri Communities Web page at <http://dnr.mo.gov/transform/energizemissouricommunities.htm>. This page is the main portal for all program information.

**Will there be an allowable line item for grant administration?**

Administrative costs are eligible for up to 5 percent of total project costs. Any administrative services, however, must be procured through a competitive process in accordance with federal and state regulations and guidelines.

**Is there a minimum and maximum funding cap for the program?**

Energize Missouri Communities has four different program areas. Each of these Programs has a different funding cap:

- Public Building Energy Efficiency Retrofits is \$20,000 minimum and \$500,000 maximum.
- Green Streets is \$500,000 maximum.
- Water and Wastewater Treatment Efficiencies is \$1,000,000 maximum.
- Special Communities Initiatives is \$20,000 minimum and \$1,000,000 maximum.

**Is this going to be a one-time grant? Will projects receive more money if projected costs are exceeded?**

This will be a one-time grant by project. DNR recommends applicants scope out their projects at the beginning of the process and work within their available funding parameters.

**Will Energize Missouri Communities receive more funding in the future?**

It is possible that Congress will appropriate more funds for the EECBG program in future years.

**Does DNR reserve the right to partially fund a project?**

Yes. While DNR does reserve the right to provide partial funding for a project, this right will be exercised with caution to avoid the risk of hindering a project's implementation.

**Will DNR negotiate funding levels with an applicant?**

No.

**Can communities negotiate the scope of the project?**

No. Applicants may not negotiate the scope of work once the application is submitted. The grant award is based on the submitted scope of work.

**Will there be criteria that if a subgrantee does not perform to certain levels it will lose the money?**

Yes. In the instance that a project is not being executed as expected, DNR will talk with the subgrantee first to determine how the project can be completed within the given timeframe. If a subgrantee still cannot execute the project, DNR will pull the money back.

**Will there be allowance for preliminary fees and final fees for engineering?**

Energize Missouri Communities will not allow preliminary fees, but engineering fees can be counted as eligible costs during implementation of the project and after the grant award has been approved by DNR and signed by the subgrantee.

**Does a full engineering study need to be completed in advance?**

No, some projects may already have them, some may not. In cases where comprehensive studies have not been done, the applicant should estimate potential energy savings. Projects that need engineering services to move forward could include engineering services in grant application. However, only engineering services that occur after the grant award has been approved by DNR and signed by the subgrantee may be included in eligible project costs.

**Will Applicants require a DUNS number?**

No. Applicants do not require a DUNS number when submitting an application. However, if their project is selected for award, then they will be required to obtain the DUNS number. Applicants should keep in mind that the process to get the number could take weeks. DUNS number assignment is FREE to obtain and available at <http://fedgov.dnb.com/webform>.

**Are there any mechanisms available through the Energize Missouri Communities Web site for private firms to provide technical support to the applicants?**

DNR plans to engage trade allies in the process, but recommends that private firms directly engage past customers and seek out new clients.

**Programs**

**What are the programs that will receive funding under Energize Missouri Communities?**

The four programs that will be funded are:

- Public Building Energy Efficiency Retrofits.
- Green Streets.
- Water and Wastewater Treatment Efficiencies.
- Special Communities Initiatives.

**Will communities receive help performing energy audits?**

DNR is currently evaluating the level of technical assistance that may be offered to potential applicants.

**Can applicants apply for funds to conduct energy audits?**

The Green Streets and the Water and Wastewater Treatment Efficiency programs offer funds to conduct energy audits in private buildings and water and wastewater treatment facilities, respectively. Applicants may also submit proposals to conduct energy audits under the Special Communities Initiatives Program. However, while energy audits can help identify potential savings and provide direction on projects, they do not result in energy savings themselves. Applicants should exercise caution when requesting funds to conduct energy audits, as a project eligible for Energize Missouri Communities funds needs to result in energy savings.

**What is a designated Green Street project area?**

The Green Street project area must be a geographically contiguous area within the business district of a city, and be no larger than one-half of a square mile. Only private buildings, public streets and public spaces within the designated Green Street project area will be eligible for Energize Missouri Communities funding under the Green Streets Program.

**Will projects be reviewed by areas of interest or will they compete against all projects? (i.e. Will Green Streets projects compete against Green Streets projects or compete against all other categories?)**

Project proposals will compete with other proposals submitted within the same program.

**Is window replacement considered an eligible project?**

If the applicant can demonstrate that window replacement by itself will result in a payback period of 10 years or less, then window replacement could be considered an eligible project under the Public Building Energy Efficiency Retrofits Program – Custom Measures. Applicants should consider that for old buildings, replacing windows could trigger historical preservation requirements that could delay the project.

**Will city building improvements be eligible?**

Energy efficiency retrofits for city and county government buildings are eligible under the Public Building Energy Efficiency Retrofits Program.

**Is fuel switching an eligible activity?**

Fuel switching does not save energy and is not an eligible activity.

**Is switching to renewable energy an eligible activity?**

The installation of renewable energy technologies on government buildings is an eligible activity under the Special Communities Initiatives Program. Eligible projects will result in a simple payback of 25 years or less. A good renewable project will be on a building that is already highly energy efficient or the proposed activity includes efficiency improvements to the building.

**Is implementing lighting controls considered an eligible project?**

Yes. Lighting Controls are eligible to receive funding under the Public Building Energy Efficiency Retrofits Program.

**Is there a component in the program that will allow for emergency situations?**

**For example, if equipment is about to fail and a project for replacement needs to begin ASAP, will this be eligible to apply for funds?**

It is likely that if a project is in this situation it would still be eligible to receive funding under Energize Missouri Communities. However, it will be entirely at the risk of the applicant if the project is not awarded any dollars.

## **Application**

**When will the applications be available?**

Applications were made available Dec. 2 .They are available on the department's Web site at [www.dnr.mo.gov/transform/energizemissouricommunities.htm](http://www.dnr.mo.gov/transform/energizemissouricommunities.htm).

**What documents and forms are included in the application?**

The application consists of the following documents:

- Request for Project Proposals (PDF document)
- Program Manual (PDF document)
- Application Forms (Fill-in-able PDF document)
  - Form I – Public Building Energy Efficiency Retrofits (Excel document)
  - Form J – Green Streets (Excel document)
  - Form K – Water and Wastewater Treatment Efficiency (Excel document)

**Can an applicant submit multiple applications?**

Applicants may submit multiple applications provided that each application is submitted under a different program.

**During the application process, can applicants present a strategy as opposed to a specific project?**

Applications should be project oriented. However, projects that propose strategies that will advance the adoption of energy efficient building standards, green building codes, establish green permitting programs, or increase compliance with existing energy standards will be accepted.

**For purposes of the application, how would applicants define job creation?**

Job created means a new position created and filled or an existing unfilled position that is filled as a result of Recovery Act funding. Job retained means an existing filled position that would not have been retained if not for Recovery Act funding. Jobs created and retained must be reported in full-time equivalents (FTE). The U.S. Office of Management and Budget provides guidance for estimating the FTE jobs (OMB M-09-21 Section 5). The guidance is available online at [http://www.whitehouse.gov/omb/assets/memoranda\\_fy2009/m09-21.pdf](http://www.whitehouse.gov/omb/assets/memoranda_fy2009/m09-21.pdf).

**Will there be a system to calculate jobs created and retained?**

The program manual provides guidance on how to calculate jobs created and retained and how to report those job statistics to DNR. In addition, the Energy Metrics Calculator allows applicants to estimate the jobs created and retained by their proposed projects.

**Will there be a system to calculate greenhouse gas emissions?**

The program manual provides guidance on how to calculate greenhouse gas emissions reduced. In addition, the Energy Metrics Calculator allows applicants to estimate the emission reductions resulting by their proposed projects.

**How will DNR rank the applications?**

Please refer to the Selection Criteria included in section VIII of the Request for Project Proposals.

**How will the application be reviewed?**

The application will be blindly reviewed by multiple parties and ranked based on both quantitative and qualitative criteria.

**American Recovery and Reinvestment Act of 2009 Requirements  
Are National Environmental Policy Act, or NEPA, requirements applicable to potential projects?**

Yes, NEPA requirements are applicable. NEPA is federal law that requires federal agencies to consider the potential environmental impacts of their proposed actions. DOE has determined that projects that meet certain criteria and conditions will likely be classified as categorical exclusions and will not require a NEPA review. Projects that are considered categorical exclusions are listed in the program manual. Projects that do not fall under the categorical exclusion list will need to submit additional documentation.

**Do Energize Missouri Communities dollars lose their federal identity when they come through DNR?**

These funds flow through and are managed by DNR. However, they remain federal dollars subject to all transparency requirements of U.S. DOE. They are also federal ARRA dollars and therefore require stringent reporting requirements.

**How does prevailing wage impact leveraged funds?**

Any ARRA dollars that subgrantees receive should be held separate for accounting purposes, so they can be traceable to the project and funding entity. All of these dollars will be subject to federal Davis-Bacon prevailing wage requirements. If subgrantees receive additional state dollars through other programs and apply it to an Energize Missouri Communities project, these dollars will have to follow state laws in regards to wage levels.



**If government staff is performing the energy work, do they need to be paid prevailing wage per Davis-Bacon Act requirements?**

Government staff performing energy jobs are not required to be paid prevailing wage if the work is performed in-house with the agency's own employees. When a government agency performs construction under what is known as force account, which is essentially a do-it-yourself type of construction, this is not subject to prevailing wage requirements because governmental agencies and their political subdivisions are not considered contractors or subcontractors.

**Once the funding period is complete, are subgrantees required to continue using prevailing wages?**

After the Energize Missouri Communities project is completed, there would not be a requirement to continue to pay federal prevailing wage.

**What will be the effect of the Buy American provision on a project?**

Projects receiving ARRA dollars will be required to comply with the Buy American provision. However, if a particular piece of equipment is needed for a project and that equipment is not manufactured in the U.S. then subgrantees can get an exemption from this provision.

**Is there a general or standardized bidding process for ARRA funded projects?**

The bidding process will include ARRA requirements, such as Buy American, Davis-Bacon Act and Prevailing Wage. In addition, it will be necessary to follow state competitive procurement laws for bids.

**Are subgrantees required to meet the Median House Income, which is required in other federal programs?**

No.

**What are the ARRA reporting requirements?**

The ARRA reporting requirements are stringent, as reporting and accountability is of primary importance for stimulus dollars. Subgrantees will be required to submit monthly progress and expenditure reports in accordance with the requirements of the grant agreement. Additional quarterly, annual and completion reports may be requested from the subgrantee. DNR reserves the right to structure reporting requirements on a project-specific basis.

**What is the length of grant agreement for reporting requirements?**

It begins at the time of award and will end in September 2012.

**Will each community report to DNR, or directly to U.S. DOE?**

Subgrantees will report to DNR, but will need to follow federal reporting guidelines.

## **Timeline**

**Can applicants apply for funding for projects that have been completed or are currently under way?**

Any project that is already completed or started construction prior to Jan. 15, 2010 will not be eligible to apply for Energize Missouri Communities funds. Eligible projects include those that are currently being designed and are ready to begin construction as soon as they receive funding.

**If a project has already started, can grant applicants change the scope because of this program?**

Yes. Any project that would involve an additional energy efficient component as a result of Energize Missouri Communities would be eligible.

**When will projects be awarded?**

Final awards will be made in late February and into March 2010.

**When will subgrantees receive the money?**

The grant agreement will specify conditions of payment and the payment schedule. The subgrantee will be reimbursed by DNR for all allowable expenses incurred in performing the scope of services. The subgrantee shall report project expenses and submit original invoices to DNR for payment as required by division/program per the grant agreement. Advance payments may only be made upon a showing of good cause or special circumstances, as determined by the DNR.

**Are the projects required to be completed by a certain date?**

Yes. Projects must be completed by Sept. 1, 2012.

**What does start by March 2010 mean?**

It means the procurement process for a project should begin at this time.

**Eligibility**

**Are Regional Planning Commissions, or RPC, eligible applicants?**

Under Energize Missouri Communities, RPCs are not eligible applicants. However, RPCs are a valuable resource for cities and counties and may partner with the applicant for a specific project.

**How can utility companies be involved?**

Utility companies can be a great resource for partnering. They typically have incentive programs to help an applicant reduce its energy use, and in addition, they can provide valuable technical assistance.

**How can school districts have access to this funding?**

School districts are not eligible to apply directly for Energize Missouri Communities funds. However, they may partner with their local government. The local government may file an application that includes projects in school facilities.

**If an entitlement community has already received direct funding from DOE, what is the likelihood of receiving any other funding?**

DNR is legally required to pass down a minimum of 60 percent of available funds to non-entitlement communities. Entitled communities are eligible to apply for the remaining 40 percent. DNR encourages large communities to partner with smaller communities that did not receive direct funding to produce a stronger application.

**Is it likely a smaller city will receive funding?**

Energize Missouri Communities looks to benefit small cities and counties. However, with limited dollars available, DNR encourages small communities to look at partnerships and bundle projects together to increase the level of benefits for the cities and counties of Missouri.

**Are small cities ineligible?**

All cities and counties are eligible to apply, no matter how small.

**If an applicant is a non-entitlement community within an entitled county, is it still eligible to apply?**

Yes.

**Are new construction projects eligible activities?**

New construction of government and nonprofit buildings are eligible to apply for funding under the Special Communities Initiatives Programs, as long as they incorporate energy efficiency practices and exceed the International Energy Conservation Code (2009 IECC) by a minimum of 15 percent.

**Is it possible for a community to act as a grantor to businesses within their corridor? If so, do the reporting requirements apply?**

Yes. A city can apply on behalf of other entities, including small businesses, as long as the projects proposed fit the framework of the overall programs. The Green Streets Program will provide a great opportunity for this type of synergy. Reporting requirements will still apply.

**Leveraging**

**Can applicants leverage dollars for projects that have already happened?**

No. If projects have already occurred and funding is already spent, then this activity will not be eligible to receive funding from Energize Missouri Communities.

**Will applicants be required to leverage funds?**

Applicants are encouraged to leverage other funding sources to the greatest extent possible, with a minimum requirement of 25 percent of total project costs. Leveraged funds means funds made available to the project from sources other than Energize Missouri Communities dollars. Examples of leveraged funds include applicant contributions, collaborating partners' funds, utility rebates or incentives, bonds, state funds and other federal funds as applicable to the project.

**Can applicants take potential future savings and use them as leverage?  
(The money that you save in future years will be used to fund the project)**

It is possible, but the dollars need to be tangible now so applicants can make commitments with their contractors to perform the work.

**Will DNR help applicants find other sources of funding?**

Yes, as best as the department can.

**Can applicants use tax credits as leverage?**

Tax credits could potentially count as leverage because they count as dollars; however, tax credits are only applicable to taxed entities, which are not eligible applicants. This approach could work when a private entity gives the dollar value of its tax credit to the county or city it has partnered with. This could be an innovative idea, and DNR would encourage applicants to look into this further and obtaining legal advice.

**What counts as a private commitment?**

A private commitment includes partnering with private businesses on a project, or leveraging a private entity for providing additional funds for the project.

**Can applicants leverage other specific federal funds?**

Yes.

**Can an Energy Service Company, or ESCO, provide services?**

The energy performance contracting is a good model, and a good way to do financing when funds are limited. It is important to consider that the bidding process for contracting with an ESCO takes a considerable amount of time, so it might not be feasible to do it by the time applications are due. If the ESCO model helps an applicant complete an application then DNR may consider it.

**What kind of commitment do applicants need on an application to show they will get additional (leveraged) funds?**

DNR understands that other funding programs have different timelines. If an applicant is in the position to get commitment letters, then DNR certainly encourages including these in the application. However, if an applicant does not have a commitment yet, it should list the sources it is researching as sources of potential leveraging. This information should be included in Form C of the application.

**What happens if applicants are applying for additional grants under other programs, and they do not receive them? Will funding be taken away?**

This will be determined and worked out on a case-by-case basis. In this case, subgrantees should look for other opportunities to fill the funding gap, or change the scope of the project to move forward with the energy-related portions.

**Has DNR identified any loan agencies or others that will help fund these projects?**

Some agencies to consider are your local bank, Build America Bonds, other stimulus programs, USDA loans and DNR loans.

**Can applicants leverage the money obtained from an energy savings insurance policy?**

Yes.

**For More Information**

For more information about Energize Missouri Communities, visit DNR's Web site at [www.dnr.mo.gov/transform/energizemissouricommunities.htm](http://www.dnr.mo.gov/transform/energizemissouricommunities.htm) or contact William Haas by e-mail at [william.haas@dnr.mo.gov](mailto:william.haas@dnr.mo.gov) or 877-610-0834