



STATE ENERGY PROGRAM AMERICAN RECOVERY AND REINVESTMENT ACT

FLORIDA CLEAN ENERGY GRANT PROGRAM

Specific Authority: American Recovery and Reinvestment Act of 2009 (Public Law 111-5);
Section 377.703(2)(b), Florida Statutes

Request Issued By: Executive Office of the Governor and Florida Energy and Climate
Commission

Request Issued On: May 21, 2010

Application Due Date: June 18, 2010, 5 P. M. Eastern Standard Time

Application Process: Submit at least one (1) clearly marked original, five (5) additional hard
copies and one (1) electronic PDF copy on a non-rewritable CD of the
application and all supplemental materials by the application due date
to:

Florida Energy and Climate Commission
ATTN: Florida Clean Energy Grants
Executive Office of the Governor
600 South Calhoun Street, Room 251
Tallahassee, FL 32399-0001

General Questions: All questions must be written and submitted via email or fax. Make
Reference to "Clean Energy" in the subject line.
Please direct inquiries to:

Florida Energy and Climate Commission
Executive Office of the Governor
ATTN: Alexander Mack, Florida Clean Energy Grant Program
600 South Calhoun Street, Room 251
Tallahassee, FL 32399-0001
FAX: (850) 922-9701
EMAIL: energy@eog.myflorida.com

Answers to the questions received each week will be posted to: <http://www.myfloridaclimate.com>
every Friday by 5 PM EST.

TABLE OF CONTENTS

PART I – FUNDING OPPORTUNITY DESCRIPTION.....	3
A. Purpose	
B. Background	
C. Federal Goals for the State Energy Program	
D. Prohibited Use of Funds	
E. FECC Objectives	
F. National Environmental Policy Act Review	
G. Compliance with Federal Requirements	
PART II – ELIGIBILITY INFORMATION.....	7
A. Eligible Applicants	
B. Eligible Projects and Activities	
PART III – THE APPLICATION REVIEW.....	9
A. Application Completeness Review	
B. Eligibility Review	
C. Number of Proposals per Applicant	
D. Application Evaluation Criteria	
E. Award Calculation	
PART IV – AWARD ADMINISTRATION INFORMATION.....	14
A. Overview	
B. Award Notices	
C. Registration Requirements	
D. Type of Award Instrument	
E. Maximum and Minimum Award Size	
F. Period of Performance	
G. Administrative Costs	
H. Matching Funds	
I. State Policy Requirements	
J. Modifications	
K. Partial Grants	
L. Commitment of Public Funds	
M. Tracking and Reporting	
N. Progress Reports and Associated Documentation	
O. Proprietary Application Information	
P. FECC Procedures for Motion of Reconsideration	
ATTACHMENT A - GRANT APPLICATION FORM	
ATTACHMENT B - SEP ARRA ENVIRONMENTAL (NEPA) QUESTIONNAIRE	
ATTACHMENT C - FEDERAL REGULATIONS	
ATTACHMENT D - FEDERAL FUNDING GRANTEE, SUBGRANTEE AND CONTRACTOR PROVISIONS	
ATTACHMENT E - REPORTING REQUIREMENTS	

PART I – FUNDING OPPORTUNITY DESCRIPTION

A. PURPOSE

The purpose of the Florida Clean Energy Grant Program is: (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. As stipulated in the American Recovery and Reinvestment Act /State Energy Program funding opportunity announcement (DE-FOA-0000052), the Florida Clean Energy Grants Program will seek to maximize annual energy savings, cost savings, and carbon emission reductions. In addition, the Florida Energy and Climate Commission (FECC) will seek to maximize the job creation associated with each clean energy project. Grants will be awarded for eligible projects on a competitive basis. Applicants must demonstrate how their projects will achieve these goals.

B. BACKGROUND

On February 17, 2009, the American Recovery and Reinvestment Act of 2009 P.L. 111-5 (ARRA) was enacted. ARRA was enacted to preserve and create jobs and promote economic recovery; to assist those most impacted by the current economic recession; to provide investments needed to increase economic efficiency by spurring technological advances in science and health; to invest in transportation, environmental protection, and other infrastructure that will provide long-term economic benefits; and; to stabilize state and local government budgets in order to avoid reductions in essential services and minimize counterproductive state and local tax increases.

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 grant program is to fund specified energy efficiency and renewable energy projects and activities in Florida. To ensure projects can be undertaken as expeditiously as possible, the FECC prefers to fund projects and activities that can be categorically excluded from additional DOE review under the National Environmental Policy Act.

C. FEDERAL GOALS FOR THE STATE ENERGY PROGRAM

DOE provided the following guidance to states in regards to the SEP:

- **Alignment with national goals:** DOE continues to encourage states to develop strategies that align their goals and objectives to national goals. The Energy Policy Act of 2005, the Energy Independence and Security Act of 2007, and the ARRA include the following national goals to be addressed at the state and local level: increasing jobs, reducing U.S. oil dependency through increases in energy efficiency and deployment of renewable energy technologies, promoting economic vitality through an increase in "green jobs," and reducing greenhouse gas emissions.

- **Market Transformation:** DOE requests that states continue to focus their program efforts on market transformation initiatives and actions that align with national goals. Market transformation is defined as: "Strategic interventions that cause lasting changes in the structure or function of a market or the behavior of market participants, resulting in an increase in adoption of energy efficiency and renewable energy products, services, and practices."
- **SEP Strategic Plan:** The SEP Strategic Plan establishes the following four goals for SEP:
 - Increase energy efficiency to reduce energy costs and consumption for consumers, businesses and government.
 - Reduce reliance on imported energy.
 - Improve the reliability of electricity and fuel supply and the delivery of energy services.
 - Reduce the impacts of energy production and use on the environment.
- **DOE Objectives:** DOE has established the following objectives that complement program goals articulated in the SEP Strategic Plan:
 - Transform energy markets in partnership with states to accelerate near-term deployment of energy efficiency and renewable technologies.
 - Promote an integrated portfolio of energy efficiency and renewable energy solutions to meet U.S. energy security, economic vitality, and environmental quality objectives.
 - Strengthen core state energy programs to develop and adopt leading market transformation initiatives.

D. PROHIBITED USE OF FUNDS

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.

E. FECC OBJECTIVES

The FECC is dedicated to ensuring Floridians have a sustainable, diverse and clean energy portfolio that reduces greenhouse gases and benefits both Florida's economy and its unmatched environment. In focusing the government's policy and efforts to benefit and protect our state, its citizens, and its resources, the FECC encourages all applicants to adhere to the policy of the State of Florida, as stated in Section 377.601, Florida Statutes. Section 377.601, Florida Statutes, states it is the policy of the State of Florida to:

- Develop and promote the effective use of energy in the state, discourage all forms of energy waste, and recognize and address the potential of global climate change wherever possible.
- Play a leading role in developing and instituting energy management programs aimed at promoting energy conservation, energy security, and the reduction of greenhouse gas emissions.
- Include energy considerations in all state, regional, and local planning.
- Utilize and manage effectively energy resources used within state agencies.
- Encourage local governments to include energy considerations in all planning and to support their work in promoting energy management programs.
- Include the full participation of citizens in the development and implementation of energy programs.
- Consider in its decisions the energy needs of economic sector, including residential, industrial, commercial, agricultural, and governmental uses, and reduce those needs whenever possible.
- Promote energy education and the public dissemination of information on energy and its environmental, economical, and social impact.
- Encourage the research, development, demonstration, and application of alternative energy resources, particularly renewable energy resources.
- Consider, in its decision making, the social, economic, and environmental impacts of energy-related activities, including the whole-life-cycle impacts of any potential energy use choices, so that detrimental effects of these activities are understood and minimized.
- Develop and maintain energy emergency preparedness plans to minimize the effects of energy shortage within Florida.

F. NATIONAL ENVIRONMENTAL POLICY ACT REVIEW

All projects receiving ARRA funding from DOE through the SEP program must complete an environmental review under the National Environmental Policy Act (NEPA). DOE procedures for implementing the NEPA, codified at 10 CFR Part 1021, require careful consideration of the potential environmental consequences of all proposed actions early in their planning. A description of the proposed project, as described in Attachment B, SEP ARRA Environmental (NEPA) Questionnaire, must be submitted with each Grant Application Form as described in Part III, Section A, to be evaluated by DOE during the environmental review process. DOE will determine at the earliest possible time whether such actions require preparation of an Environmental Assessment, an Environmental Impact Statement, or are categorically excluded from further NEPA review. A final determination must be made by a DOE NEPA Compliance Officer; however, DOE has determined activities that utilize SEP funds and fall within the following categories can often be categorically excluded:

- Retrofits of existing buildings or facilities with energy efficient equipment. Many types of projects can fall into this category – insulation, LED lighting, HVAC upgrades, weather sealing, ENERGY STAR appliances, replacement of windows and doors, etc. – however, it probably would not include massive expansions of buildings or facilities. For historic structures, it may be necessary that the retrofits maintain the building's historic character (e.g., replacement of windows and doors with appropriate designs).
- Installation of small-scale renewable energy sources located on existing buildings or existing facilities – photovoltaics, wind turbines, solar thermal hot water, geothermal heat pumps, combined heat and power systems. As specified by DOE, the following are examples of renewable energy projects that are deemed to be small:

- Photovoltaics – appropriately sized units on existing rooftops and parking shade structures; or 60kW systems or smaller installed on the ground within the boundaries of an existing facility.
- Wind turbines – 20kW or smaller.
- Solar thermal hot water heaters – appropriately sized units for residences or small commercial buildings.
- Geothermal heat pumps – 10 tons of capacity or smaller.
- Geothermal power plants – 300kW or smaller (factors such as open or closed loop and fluid type play a role).
- Combined heat and power systems – systems sized to boilers appropriate to the buildings in which they are located.
- Hydropower – because of the site-specific issues relating to hydropower systems and the fact that they are rarely installed at the facility they serve, it is unlikely that they can be deemed small without additional information.

Individual systems larger than those above may be categorically excluded based on additional information provided by the applicant regarding a specific installation. Very large renewable energy systems (e.g., wind farms or district geothermal heat systems) that serve many customers built on a green field site would definitely not fall within a categorical exclusion; nor would a large facility comprising many small sources. Finally, installing any renewable energy system on a historic structure could require further consideration under the National Historic Preservation Act or other statutes.

- Energy efficient or renewable energy-powered emergency systems (lighting, cooling, heat, shelter) installed in existing buildings and facilities.
- Alternative fueling tanks and systems installed on existing facilities (but not a large biorefinery); purchase of alternative fuel vehicles.
- Training programs.
- Research, data gathering and analysis; promulgating new building codes.
- Financial incentive programs – rebates and energy savings performance contracts for existing facilities or for energy efficient equipment, provided that the incentives are not so large that they would be deemed to be grants that essentially create projects that would not otherwise exist. For example, giving a wind farm that cost \$100 million a sum of \$50 million and calling it a rebate would not fall within such a categorical exclusion; a 10% rebate on the purchase and installation of energy-efficient windows would.

DOE guidance indicates that large projects (wind farms, large solar arrays, refineries, power plants, pipelines, etc.) on green field sites or sites of special interest (ecological, historical, and cultural) will likely require the preparation of an Environmental Assessment or an Environmental Impact Statement.

G. COMPLIANCE WITH FEDERAL REQUIREMENTS

Recipients of grant funds must comply with the State of Florida and Federal regulations as applicable to this program and described in Attachment C, Federal Regulations and Attachment D, Federal Funding Grantee, Sub-Grantee, and Contractor Provisions.

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PART II – ELIGIBILITY INFORMATION

A. ELIGIBLE APPLICANTS

The FECC will subdivide this grant into two categories: 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; 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). Applicants must indicate their claimed eligibility status on Attachment A, Grant Application Form, in Section A, Project Information Sheet.

* Any applicant claiming "Florida Constitutional Officer" status must provide documentation which verifies the status as an attachment to the application.

** Any applicant claiming "independent special district" status must provide documentation which verifies the status as an attachment to the application.

*** Any applicant claiming "not-for-profit" status must provide documentation which verifies the status as an attachment to the application.

For Category 2 (representing \$2,000,000 of available funds), 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 for a grant under Category 2 to be distributed in amounts less than \$100,000 to individual farms and farm operations for eligible projects and activities defined herein.

Any funds not obligated under Category 2 of this solicitation may be used to fully fund any application received under Category 1 which was partially funded due to inadequate funds. Any remaining funds may be distributed to the next highest ranking unfunded application under Category 1.

Applicants are required to select either Category 1 or Category 2 on the Project Information Sheet.

B. ELIGIBLE PROJECTS AND ACTIVITIES

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.

The following 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.

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PART III – THE APPLICATION REVIEW

Applications submitted in response to this grant solicitation shall become the property of the FECC and are subject to public record disclosure pursuant to Florida Law.

NOTICE: Applicant is prohibited from contacting any and all reviewers selected by the Florida Energy and Climate Commission (FECC), as well as, any Commissioners and Ex-Officio Commission Members involved with the selection process.

FECC staff will perform a Completeness Review and an Eligibility Review on all grant applications. A part of this review will include verification of DOE metrics calculations and the assignment of appropriate evaluation scores for each application regarding Energy Savings and Renewable Energy Production, pursuant to the objective criteria described in Part III, Section D of this grant solicitation for that scoring component. Once an application is deemed complete and eligible, the application will be scored on the criteria in Part III, Section D of this grant solicitation document.

A. APPLICATION COMPLETENESS REVIEW

Pages, including attachments, should be numbered sequentially. Applicants must provide printouts demonstrating that registrations with DUNS, CCR, and MyFloridaMarketPlace are complete. Applicants must also provide a completed Attachment B, SEP ARRA Environmental (NEPA) Questionnaire, with each Grant Application Form, as described in Part I, Section G.

The following items, as further described in Attachment A, Grant Application Form, must be included and submitted:

- A. **PROJECT INFORMATION SHEET:** Provide the project information as required in Attachment A, Grant Application Form, Section A.
- B. **PROJECT BACKGROUND:** Provide a summary of the project and the background justification supporting the need for the FECC to fund the project. Include experience and qualifications of the project team for their assigned role with the project.
- C. **DESIRED OBJECTIVES:** Provide a list of objectives, in bullet format, expected to be achieved as a result of completing this project.
- D. **PROJECT DESCRIPTION:** Indicate the eligible activity(ies) selected and provide a detailed description of the work to be performed for the project. Project Description should include information outlined in Attachment A, Section D. Include maps, graphs, charts, etc. if applicable to a deliverable, to support project activities. Project descriptions should consist of a list of major tasks for accomplishing the project with specific sub-activities detailed within each task heading.
- E. **PROJECT/DELIVERABLES/OUTPUTS:** Using the table format provided (Attachment A), identify the month each task will start and be completed. Identify outputs/deliverables to result from this project and in which months (for example month 12) the outputs/deliverables will be accomplished. Summarize the project budget by Project Task using the format in Attachment A. Project Tasks should correspond to the "Project Description" section. Identify which objective(s) from Section C, Desired Objectives, are related to each task.
- F. **TOTAL BUDGET BY TASK:** Summarize the Total Project Cost budget by Project Task using the worksheet format shown in Attachment A. The cost standard used to estimate costs must be provided as supporting documentation.
- G. **BUDGET SUMMARY:** Summarize the Total Project Cost budget (including both requested grant funds and Match) by Budget Category and round the subtotals for each Budget Category subtotal amount to the nearest whole dollar value. Use the provided format in Attachment A.
- H. **BUDGET DETAIL:** Provide a detailed, line-item Total Project Cost budget using the

worksheet format shown in Attachment A. Use additional lines if necessary. Provide accurate calculations to justify the cost of each budget line-item. Round only subtotals for each Budget Category amount to the nearest whole dollar value. For each budget line-item, identify in the appropriate column if the cost is: 1) Grant or Match, 2) a Direct cost used to calculate Indirect Costs (if approved) and 3) whether the cost is Administrative in nature (as described in Part IV, Section G).

B. ELIGIBILITY REVIEW

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

- Applicant is eligible as described in Part II, Section A
- Activities can be completed and funds expended by April 1, 2012.
- Application is complete as described in Part III, Section A

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

C. NUMBER OF PROPOSALS PER APPLICANT

An eligible applicant can submit only one application for funding under the Florida Clean Energy Grant Program. Applicants may apply for multiple activities in the application. **If multiple applications are submitted by an entity, only the first submitted application will be considered.**

During the initial review of applications to ensure completeness, FECC staff will evaluate the applicant's selected funding category to determine appropriateness. If FECC staff determines the applicant has selected more than one category or has selected an inappropriate category, FECC staff will contact the applicant and recommend corrective action.

The FECC may reject any application not in compliance with all prescribed procedures and requirements, as described in this solicitation document.

D. APPLICATION EVALUATION CRITERIA

The FECC will actively consult with state agencies, Enterprise Florida, Inc., and state universities, and may solicit the expertise of other public and private entities it deems appropriate in selection of independent evaluators. Applicants are strictly prohibited from contacting independent evaluators.

Each complete, eligible proposal will be scored, utilizing whole numbers only, using the following point structure:

1. Project Plan (0-10 points)

Each independent evaluator will score the quality of the project plan using the following criteria:

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

2. Project Team (0-10 points)

Each independent evaluator will score the experience and qualifications of the project team for its assigned role with the project. Relevant work experience and qualifications for team members as well as the completeness of the team for the proposed work program will be reviewed.

3. Matching Funds (0-10 points)

The FECC wants to encourage applicants to use other sources of funding (i.e. matching funds) in combination with SEP funding. FECC staff will assign points using the following scoring scale for Matching Funds as a percentage of Total Project Cost:

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

4. Jobs (0-20 points)*

The May 2009 report, "Estimates of Job Creation from the American Recovery and Reinvestment Act of 2009" from the Executive Office of the President and Council of Economic Advisors, estimates for the job-years created by direct government spending that it takes approximately \$92,000 of spending to create one job-year.

FECC staff will assign points based upon the number of jobs created or retained per \$92,000 of total project cost. For example, a project that creates or retains 1 job per \$92,000 of total project cost will score a 1 and a project that creates or retains 10 jobs per \$92,000 of total project cost will score a 10.

Applicants must estimate the total short-term and long-term jobs and provide justification of all job creation/retention estimates.

- Short-term: Document the number of year-long (2080 hours per year), full-time equivalent jobs created or retained directly by the project in the twelve months following the full-legal commitment of SEP funds to the project.

- Long-term: Document the number of year-long (2080 hours per year), full-time equivalent jobs that will be created or retained in efforts related to the project in calendar year 2012.

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.

5. Energy Savings and Renewable Energy Production (0-40 points)*

All grant applications shall include an estimate of the average annual energy savings and renewable energy production created and/or saved through the project. The grant applicant shall then calculate the annual energy saved and/or renewable energy produced per dollar of SEP funds requested.

For example: A project that saves 1000 MWh and produces 170 MWh at a total cost of \$500,000.00 in SEP funds would equal 427.35MWh deferred per dollar of SEP funds requested.

FECC staff will rank projects according to their energy savings per dollar of SEP funds requested and scored. A project in the bottom five percent of projects for energy savings/production will score 2 points, and a project in the second five percent will score 4 points and so on up to 40 points for the projects in the top five percent.

Applicants must use the DOE metrics calculator for State Energy Program and Energy Efficiency and Conservation Block Grant Program (named EECBG - Recovery Act Benefits Calculator) located on the FECC's Web site, MyFloridaClimate.com (the specific site location is listed below this paragraph), for all calculations. The applicant must provide, with the grant application, a print out of the corresponding worksheet(s) from the Benefits Calculator used to tally this score. **If the print out of the corresponding worksheet(s) is not provided or the print out is illegible, the applicant will receive a score of zero for this scoring category.**

www1.eere.energy.gov/wip/guidance.html or
www1.eere.energy.gov/wip/docs/arra_benefits_reporting_calculator.xls

6. Non EECBG Eligible Applicants (0 or 5 points) (Category 1 only)

Applicants will receive 5 points if they were not eligible to apply directly for Energy Efficiency Conservation Block Grant funds to the DOE. FECC staff will provide the score for this criterion to the independent evaluators.

* As described above, FECC staff will verify DOE metrics calculations and assign appropriate scores for each application regarding these scoring components pursuant to the objective criteria described above.

Total Points possible 95 points for Category 1

Total Points possible 90 points for Category 2

E. AWARD CALCULATION

After all eligible applications are scored by the individual independent evaluators and FECC staff, as appropriate, the assigned scores for each individual application shall be averaged.

In the instance of a tie between two or more applications, the application proposing projects or activities considered Categorically Excluded from NEPA review shall be recommended for higher ranking. In the instance of a tie between two or more applications proposing activities that are Categorically Excluded from NEPA review, the application proposing the higher percentage of Match shall be recommended for a higher ranking.

The FECC Executive Director will put forth an award recommendation to the FECC predicated on the final averaged scores.

The FECC will make the final decision to award grant funding based upon the list of recommended applications from its Executive Director. Grants shall be awarded up to the total amount of funding available.

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PART IV – AWARD ADMINISTRATION INFORMATION

A. OVERVIEW

The application selection criteria (as provided in Part III.) provide scoring incentives for applicants. Program funds are awarded on a cost reimbursement basis. Grantees must first expend the funds and then submit source documentations to the FECC for reimbursement from ARRA funds. The FECC will issue payment(s) upon acceptance and approval of required reports, services and invoices by the assigned FECC Grant Manager in compliance with applicable Florida Statutes, Florida Department of Financial Services rules and/or U.S. Government requirements, subject to limitations described in this solicitation document. Please keep these cost reimbursement requirements in mind when planning cash-flow needs for your proposed project.

The FECC anticipates notifying applicants selected for award by June 25, 2010 and executing Grant Agreements no later than July of 2010.

B. AWARD NOTICES

The FECC will notify applicants selected for award. The FECC will post a list of applicants selected for award at MyFloridaClimate.com.

Pre-award costs are incurred at the recipient's risk. The FECC will not reimburse costs incurred prior to execution of the Grant Agreement.

Matching expenses incurred after the award announcement but prior to execution of the Grant Agreement are eligible as Matching funds or in-kind contributions.

C. REGISTRATION REQUIREMENTS

Prior to entering into a Grant Agreement, applicants must be registered to do business in Florida through the Florida Department of State (www.dos.state.fl.us) and MyFloridaMarketPlace (<https://vendor.myfloridamarketplace.com/vms-web/www.mfmp.vendor.org>).

A Dun & Bradstreet Data Universal Numbering System (DUNS) number is a unique nine digit sequence for identifying and tracking organizations. The DOE requires any entity receiving ARRA funds to have and provide a DUNS number. The FECC will not enter into a Grant Agreement with an applicant without a DUNS number. Additional information can be found at: http://www.dnb.com/US/duns_update/. Documentation of a DUNS number must be included in the grant application.

Pursuant to ARRA requirements, applicants must also be registered through the Central Contractor Registration (CCR). CCR collects, validates, stores, and disseminates business information about the Federal Government's trading partners in support of the contract award, grants, and the electronic payment processes. CCR registration information can be found at www.ccr.gov. Documentation of CCR registration must be included in the grant application.

D. TYPE OF AWARD INSTRUMENT

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. Funded recipients must return the signed Grant Agreement to FECC staff within 14 calendar days of receipt. All recipients will be required to comply with the provisions identified in the Grant Agreement.

For a copy of the current Grant Agreement template, please go to MyFloridaClimate.com

PLEASE NOTE THAT THIS GRANT AGREEMENT TEMPLATE IS SUBJECT TO CHANGE PENDING FURTHER GUIDANCE FROM THE FEDERAL GOVERNMENT OR BY FECC DETERMINATION.

E. MAXIMUM AND MINIMUM AWARD SIZE

- Ceiling (i.e. the maximum amount for an individual award made under this announcement): \$500,000.
- Floor (i.e. the minimum amount for an individual award made under this announcement): \$100,000.

F. PERIOD OF PERFORMANCE

Pursuant to federal SEP guidelines, all projects and activities awarded SEP funds through the Florida Clean Energy Grant Program must be completed and the funds must be expended by April 1, 2012. In the event funds are not obligated/committed by December 24, 2010, the FECC reserves the right to cancel the award and alternatively fund the next highest scored grant proposal.

G. ADMINISTRATIVE COSTS

Up to 10 percent of grant funds may be used for Administrative Costs, excluding the cost of meeting reporting requirements of the program. Administrative Costs are allowable, reasonable, and allocable Direct and Indirect costs related to the overall management of the awarded grant (including travel). Administrative Costs must be identified on Attachment A, Grant Application Form, in Section H, Budget Detail.

H. MATCHING FUNDS

For the purpose of this Grant Program, "Matching funds" are defined as:

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.

Expenses related to a proposed project incurred prior to the award announcement are NOT eligible as Matching funds or in-kind contributions.

I. STATE POLICY REQUIREMENTS

Recipients who wish to enter into a Grant Agreement with the FECC must comply with State of Florida policy requirements. Grantees will be required to enter into a royalty-sharing and/or licensing agreement with state government for commercialized products developed under this grant.

J. MODIFICATIONS

Notices of any modifications to this application process or application will be posted at MyFloridaClimate.com. Each applicant is responsible for monitoring MyFloridaClimate.com for new or changing information.

K. PARTIAL GRANTS

If funds are not available to award the total amount requested by an applicant due to awards of grants to higher ranked applications, the FECC may award partial grants to applicants up to the amount of the fiscal appropriation. The FECC shall award grants based on the process laid out above.

L. COMMITMENT OF PUBLIC FUNDS

The FECC is the only entity who can award Florida Clean Energy Grants under this program or commit the State of Florida to the expenditure of public funds appropriated

for these grants. A commitment by any entity other than the FECC, either explicit or implied, is invalid.

M. TRACKING AND REPORTING

Tracking and reporting of SEP funding must be separate from other applicant funds to meet ARRA-specific federal and state reporting requirements. The terms and conditions of the funding award agreement will specify the format, tools and information required for reporting programmatic and energy metrics as specified by the federal and state government.

Recipients should review the Office of Management and Budget, *Implementing Guidance for the Reports on the Use of Funds Pursuant to the American Recovery and Reinvestment Act of 2009* at:

<http://www.whitehouse.gov/omb/memoranda-default/>

The Energy Savings Goal for the SEP is discussed in *Attachment 1 – SEP Recovery Act Program Guidance - Funding Opportunity Number DE-FOA-0000052* at:

http://www.energy.ca.gov/recovery/documents/SEP_Recovery_Act_Guidance_DE-FOA-00000521.pdf.

The *SEP Recovery Act Program Guidance* document establishes the following energy metric:

"Each state portfolio of projects funded by SEP ARRA grants should seek to achieve annual energy savings of at least 10 million source BTUs for each \$1,000 of total investment. ... This goal applies to the entire portfolio of projects being funded. As such, there may be individual projects that do not meet this standard and others that exceed it."

Recipients will be required to report energy and demand saved, renewable energy and demand generation, and the funds leveraged for each ARRA SEP grant. To assist funding recipients in calculating estimates of energy savings, cost savings, and carbon emission reductions the DOE has established an Outcome Estimator for SEP. This resource includes 80 individual activity metrics and the associated conversion factors used in the calculations. The DOE Outcome Estimator is available at: www1.eere.energy.gov/wip/guidance.html or www1.eere.energy.gov/wip/docs/arra_benefits_reporting_calculator.xls

N. PROGRESS REPORTS AND ASSOCIATED DOCUMENTATION

All grant recipients will be required to submit monthly progress reports, annual program reports (if the project period exceeds one year), and a final report to FECC as specified in funding award Grant Agreement.

O. PROPRIETARY APPLICATION INFORMATION

Any material submitted in response to this application process will become a public record pursuant to Chapter 119, Florida Statutes. Any claim of confidentiality is waived upon submission, unless addressed as set forth below.

DISCLOSURE AND OWNERSHIP OF PLAN CONTENTS: An applicant's response to this application process shall be a public record and subject to production, disclosure, inspection and copying consistent with the requirements of Chapter 119, Florida Statutes. All information in an application (including, without limitation, technical and price information), and any Grant Agreement resulting from this application process, which will incorporate the successful application, will be a matter of public record, subject to the provisions of Florida's Public Records Act, Chapter 119, Florida Statutes, regardless of copyright status. Submission of an application shall constitute a waiver of any copyright protection which might otherwise apply to the FECC's production, disclosure, inspection and copying of such application and Grant Agreement, or any part thereof, except those parts asserted to be exempt under Chapter 119, Florida Statutes. The application, upon submission, and the Grant Agreement shall be the property of the FECC. The FECC reserves the right to use any and all information contained in an application received to this application process.

Any content submitted to the FECC which is asserted to be exempt under Chapter 119, Florida Statutes, shall be set forth on a page or pages separate from the rest of the application, and clearly marked "exempt," "confidential," or "trade secret" (as applicable), with the statutory basis for such claim of exemption, confidentiality, or trade secret specifically identified in writing on each and every such page. Failure to segregate and so identify any such content shall constitute a waiver of any claimed exemption, confidentiality, or trade secret as applied to the portion of the application or other document in which the content is set forth. Any exemption asserted must meet the requirements of the underlying statute cited in order to be exempt.

P. FECC PROCEDURES FOR MOTION OF RECONSIDERATION

1. Any applicant to this grant program who is adversely affected by an order and/or decision of the FECC may file a motion for reconsideration of that order and/or decision. The FECC will not entertain any motion for reconsideration of any order that disposes of a motion for reconsideration.
2. An applicant or agency may file a response to a motion for reconsideration and may file a cross motion for reconsideration. A party may file a response to a cross motion for reconsideration.
3. A final order or decision by the FECC shall not be deemed rendered for the purpose of judicial review until the FECC disposes of any motion and cross motion for reconsideration of that order, but this provision does not serve automatically to stay the effectiveness of any such final order. The time period for filing a motion for reconsideration is not tolled by the filing of any other motion for reconsideration.
4. Failure to file a timely motion for reconsideration, cross motion for reconsideration, or response, shall constitute waiver of the right to do so.
5. Any motion for reconsideration or response to a motion filed pursuant to the procedure approved by the FECC shall contain a concise statement of the grounds for reconsideration, if any.
 - a. A motion for reconsideration of a final order or final decision of the FECC shall be filed within 10 days after issuance of the order.

- b. A response to a motion for reconsideration or a cross motion for reconsideration shall be served within 7 days of service of the motion for reconsideration to which the response or cross motion is directed.
- c. A response to a cross motion for reconsideration shall be served within 7 days of service of the cross motion.

ATTACHMENT A

A. PROJECT INFORMATION SHEET

APPLICANT INFORMATION					
Project Title:					
Project Location:					
Enter Applicants Eligibility Status: Governmental Agency, School District, Public Univ. etc (refer to Part III, Sect. A) Mandatory				Grant Application Category:	
LEAD APPLICANT					
Contact Name:					
Organization:					
Address Line 1:					
Address Line 2:					
City:		State:		Zip:	
Email:					
Phone:		Fax:			
PARTNERING APPLICANT(S)					
Contact:					
Organization:					
Address Line 1:					
Address Line 2:					
City:		State:		Zip:	
Email:					
Phone:		Fax:			
*Include additional partners as an addendum.					
REQUIRED REGISTRATION INFORMATION					
Legal Name of Lead Applicant:					
FEID No:					
DUNS No:					
CCR Expiration Date:					
MFMP Status:					
FUNDING REQUEST AND COST SHARE					
1. Total Amount of Grant Funds Requested:					
2. Total Matching Funds (Provided by applicant and project partners):					
3. Total Project Cost (Add amounts in 1 and 2):					
4. Match Percentage (Divide amount in 2 by amount in 3):					
JOBS CREATED/RETAINED					
1. Total Short Term Jobs					
2. Total Long Term Jobs					
3. Total Jobs (Add the numbers from 1 and 2)					

4. Total Florida Clean Energy Grant Funds Requested				
5. Jobs Divisor (Divided the amount in 4 by \$92,000)				
6. Job Score (Divide the number in 3 by the number in 5) <i>Please round to nearest whole number.</i>				
ENERGY SAVINGS AND ENERGY PRODUCTION				
Activity	Million Source Btu Saved	MWh Saved	Thousand Cubic Feet Natural Gas Saved	Gallons Gasoline Saved
Total Source Btu Saved (millions)				
Total Cost Savings				
<i>*Include additional activities as an addendum.</i>				
CERTIFYING OFFICIAL				
Certifying Official's Signature <i>*If signed by a person designated by the local governing body, a copy of the resolution must be included.</i>				
Certifying Official's Name (printed):				
Title:				
Organization:				

PROJECT NARRATIVE

B. PROJECT BACKGROUND Provide a summary of the project and the background justification supporting the need for the FECC to fund the project. Include experience and qualifications of the project team for their assigned role with the project. This section is limited to one page. If multiple jurisdictions choose to partner in their application, the page limit is increased to two pages. Pages submitted beyond the page limit will not be reviewed.

PROJECT NARRATIVE (cont.)

C. DESIRED OBJECTIVES: Provide a list of objectives, in bullet format, expected to be achieved as a result of completing this project. This section is limited to one page. If multiple jurisdictions choose to partner in their application, the page limit is increased to two pages. Pages submitted beyond the page limit will not be reviewed.

PROJECT NARRATIVE (cont.)

D. PROJECT DESCRIPTION Indicate the eligible activity(ies) selected and provide a detailed description of the work to be performed for the project. Include maps, graphs, charts, etc. if applicable to a deliverable to support project activities. Project descriptions should consist of a list of major tasks for accomplishing the project with specific sub-activities detailed within each task heading. Identify which objective(s) from Section C, Desired Objectives, are related to each task. This section is limited to three pages. If multiple jurisdictions choose to partner in their application, the page limit is increased to four pages. Pages submitted beyond the page limit will not be reviewed.

PROJECT NARRATIVE (cont.)

E. PROJECT /DELIVERABLES/OUTPUTS:

Using the table format below, identify the month of the project each task will start and be completed (for example, Task #1 might start in month 1 and be completed by month 6 – don't insert specific dates). Identify outputs/deliverables to result from this project and in which months of the project (for example month 12) the outputs/deliverables will be accomplished. The Description of each Activity must reference the related Task # from Section D, Project Description.

No.	Task/Activity Description	Deliverables/Outputs	Start Month	Deadline/End Month
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				

PROJECT BUDGET (cont.)

F. TOTAL BUDGET BY TASK:

Summarize the Total Project Cost budget by Project Task using the format in the following table. Project Tasks should correspond to the "Project Description" in Section D. The cost standard used to estimate costs must be provided as supporting documentation. The FECC independent evaluators will review standards for cost reasonableness and may request justification of the cost reasonableness of any budgetary item. If the applicant cannot justify a cost, the FECC staff will reduce the line item budget at the time of Grant Agreement negotiation. All dollar amounts should be rounded to the nearest whole dollar value.

	Project Task	Grant Funds	Cost Share: Matching Funds and Other In-Kind Contributions	
			Matching Funds	Source
1				
2				
3				
4				
5				
6				
7				
Totals:				
Total Project Cost:		= Grant Funds + Cost Share		

PROJECT BUDGET

G. BUDGET SUMMARY: Summarize the Total Project Cost by budget (including both requested grant funds and Match/leveraged funds) by Budget Category and round each Budget Category subtotal to the nearest whole dollar value. Use the format in the following table.

Budget Category	Grant Funds	Cost Share: Matching Funds and Other In-Kind Contributions	
		Funding	Source of Funds
1. Salaries			
2. Fringe Benefits			
3. Travel (if authorized)			
4. Supplies/Other Expenses			
5. Equipment			
6. Contractual Services			
7. Indirect (if authorized)			
Total Project Budget			
Total Project Cost		= Grants Funds + Cost Share	
Cost Share Percentage		= Cost Share / Total Project Cost	

PROJECT BUDGET (cont.)

H. BUDGET DETAIL: Provide a detailed, line-item budget using the worksheet format shown below. Provide accurate calculations to justify the cost of each budget line-item. Round only the subtotals for each Budget Category amount to the nearest whole dollar value; these sub-totals must correspond to figures reflected in Section G, Budget Summary. Use additional lines if necessary. For each budget line-item, identify in the appropriate column if the cost is: 1) Grant or Match, 2) a Direct cost used to calculate Indirect Costs (if approved) and 3) whether the cost is Administrative in nature. Up to 10% of grant funds may be used for administrative costs, excluding the cost of meeting the reporting requirements of the program. Administrative costs are allowable, reasonable, and allocable. Direct and Indirect costs related to overall management of the awarded grant (including travel).

A description of what is required for each Budget Category is as follows:

1. Salaries - Identify the persons to be compensated for work on this project by name (if known), position, and title. Show the hourly cost and total hours to be charged for each person or position. Divide annual salaries by 2080 hours and nine month academic salaries by 1560 hours, to find the hourly rate.
2. Fringe Benefits - Multiply the rate by the total salaries to which fringe benefits apply. If the rate is variable, explain and show calculations.
3. Travel - List trips by their purpose and/or destination. Indicate the number of days for each trip. The Commission will only reimburse for travel at the appropriate State of Florida rate (Section 112.061, Florida Statutes). Be prepared to provide the Commission with details on costs utilized to calculate the "Amount Budgeted" for each trip.
4. Supplies & Other Expenses - List expendable supplies by category description, unit costs and quantity. List other expenses not included in any of the above categories. Examples would be printing, copying, postage, communications, etc. Non-expendable equipment valued at less than \$1,000 may be listed also. Include only expenses directly related to the project, not expenses of a general nature. For Match only, list costs related to donated real property such as land (not to exceed fair market value of property).
5. Equipment - List non-expendable personal property/equipment valued at \$1,000 or more by description, unit cost, and quantity. Computers and data-processing equipment should be described in detail.
6. Contractual Services - Subcontractors should provide the same information required by this budget table, with the following exceptions: (a) when professional services are provided at a pre-existing approved rate or fee shown on the budget; or (b) the subcontract is to be obtained competitively. For either (a) or (b), show an estimated maximum amount.
7. Indirect Costs/Rate - 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 FECC. 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. Indirect Costs are included in project Administrative Costs as described above.
8. Total Budget Category - Show the total of all line-items within a Budget Category.
9. Total Budget - Show the total of all categories.

1. Salaries								
Salaries (Name/Position)	Hourly Cost (\$)		Hours/wk. or % FTE		Total Gross Salary (\$)	Grant = G or Match = M	Direct costs used to calculate Indirect Cost? Y/N	Admin. Cost? Y/N
	\$				\$			
	\$				\$			
	\$				\$			
	\$				\$			
Sub-Totals for Salaries Category					\$			

2. Fringe Benefits									
Name of Employee	Amount Gross Salary (\$)	Approved % per Work Plan or enter "N/A" & provide break-out	Benefit # 1 & Cost	Benefit # 2 & Cost	Benefit # 3 & Cost	Total Fringe Benefits (\$)	Grant = G or Match = M	Direct costs used to calculate Indirect Cost? Y/N	Admin. Cost Y/N
	\$		\$	\$	\$	\$			
	\$		\$	\$	\$	\$			
	\$		\$	\$	\$	\$			
Sub-Total of Fringe Benefits Category						\$			

3. Travel * Cannot exceed cost limitations required by Section 112.061, Florida Statutes								
Name of Employee	Destination	Period of Trip (# of days)	Purpose of Trip	Amount Budgeted	Grant = G or Match = M	Direct costs used to calculate Indirect Cost? Y/N	Admin. Cost Y/N	
				\$				
				\$				
				\$				
				\$				
Sub-Total of Travel Category					\$			

Attachment A

4. Supplies - Other Expenses								
Description	Unit Cost (\$)	*	Quantity	=	Total Cost (\$)	Grant = G or Match = M	Direct costs used to calculate Indirect Cost? Y/N	Admin. Cost Y/N
	\$	*		=				
	\$	*		=				
	\$	*		=				
	\$	*		=				
Sub-Total of Supplies - Other Expenses Category					\$			

5. Equipment								
Description	Unit Cost (\$)	*	Quantity	=	Total Cost (\$)	Grant = G or Match = M	Direct costs used to calculate Indirect Cost? Y/N	Admin. Cost Y/N
	\$	*		=				
	\$	*		=				
	\$	*		=				
	\$	*		=				
Sub-Total of Equipment Category					\$			

6. Contractual Services									
Name of Vendor	Description	Fee/Rate (\$)	*	Quantity	=	Total Cost (\$)	Grant = G or Match = M	Direct costs used to calculate Indirect Cost? Y/N	Admin. Cost Y/N
		\$	*		=				
		\$	*		=				
		\$	*		=				
		\$	*		=				
Sub-Total of Contractual Services Category						\$			

Attachment A

7. Indirect Cost (If approved)							
Budget Category Included in Base of Indirect Cost Calculations	Total Direct Costs for Budget Category	*	Approved Indirect Cost Rate (%) from Grant Work Plan	=	Total Indirect Cost for Budget Category (\$)	=	Total Indirect Costs for Grant + Total Indirect Costs for Match
	\$	*		=	\$	=	\$ + \$
	\$	*		=	\$	=	\$ + \$
	\$	*		=	\$	=	\$ + \$
	\$	*		=	\$	=	\$ + \$
Sub-Total of Indirect Costs Category					\$	=	\$ + \$

8. Total Project Budget					
Budget Category	Total Costs for Budget Category	=	Total Grant Costs	+	Total Match Costs
	\$	=	\$	+	\$
	\$	=	\$	+	\$
	\$	=	\$	+	\$
	\$	=	\$	+	\$
Total Project Budget	\$	=	\$	+	\$

Attachment A

U.S. DEPARTMENT OF ENERGY
GOLDEN FIELD OFFICE



ENVIRONMENTAL CHECKLIST
(To Be Completed by Potential Recipient)

The Department of Energy (DOE) is required by the National Environmental Policy Act (NEPA) of 1969 as amended (42 U.S.C. 4332(2), 40 CFR parts 1500-1508) and DOE implementing regulations (10 CFR 1021) to consider the environmental effects resulting from federal actions, including providing financial assistance. Please provide the following information to facilitate DOE's environmental review. DOE needs to evaluate the requested information as part of your award negotiation.

Instructions and Handbook: Terms that appear in blue have more detailed information available to assist you in completing the form. Save the form to your local directory. Leave your internet browser open and open the form in Word from the local directory. Click on the blue term and it will automatically open the handbook at the appropriate place. Click on the back button to return to your form. Or, you may click [here](#) to open the handbook.

PART I: General Information

Project
Title: _____

Solicitation Number: _____

1. Please describe the intended use of DOE funding in your proposed project. For example, would the funding be applied to the entire project or only support a phase of the project? Describe the activity as specifically as possible, i.e. planning, feasibility study, design, data analysis, education or outreach activities, construction, capital purchase and/or equipment installation or modification.

2. Does any part of your project require review and/or permitting by any other federal, state, regional, local, environmental, or regulatory agency? ☐ Yes ☐ No

If yes, please provide a list of required reviews and permits in the appropriate item number in Part II.

3. Has any review (e.g., NEPA documentation, permits, agency consultations) been completed? ☐ Yes ☐ No
If yes, is a finding or report available and how can a copy be obtained?

4. Is the proposed project part of a larger scope of work? ☐ Yes ☐ No If yes, please describe.

Do you anticipate requesting additional federal funding for subsequent phases of this project? ☐ Yes ☐ No
If yes, please describe.

5. Does the scope of your project **only** involve one or more of the following:

- ☐ Information gathering such as literature surveys, inventories, audits,
- ☐ Data analysis including computer modeling,
- ☐ Document preparation such as design, feasibility studies, analytical energy supply and demand studies, or
- ☐ Information dissemination, including document mailings, publication, distribution, training, conferences, and informational programs.

If the scope of your project is **limited** to the block(s) checked above, please skip to Part III, otherwise, continue to Part II.

PART II: Environmental Considerations

Table A. Please indicate if any of the following conditions or special areas is present, required, or could be affected by your project:

Item No.	Description	Yes/No	Specific nature or type of activity or condition: If a consultation, approval, or permit applies, please describe.
1	Clearing or Excavation (indicate if greater than 1 acre)		
2	Dredge and/or Fill. Specify the number of acres involved.		
3	New or Modified Federal/State Permits And/or Requests for Exemptions		
4	Pre-Existing Contamination		
5	Asbestos		
6	Criteria Pollutants		
7	Non-Attainment Areas		
8	Class I Air Quality Control Region		
9	Navigable Air Space		
10	Areas with Special Designation (e.g., National Forests, Parks, Trails)		
11	Prime, Unique or Important Farmland		
12	Archeological/Cultural Resources		
13	Threatened/Endangered Species and/or Critical Habitat		
14	Other Protected Species (Wild Burros, Migratory Birds)		
15	Floodplains		
16	Special Sources of Groundwater (e.g., Sole Source Aquifer)		
17	Underground Extraction/Injection (non-hazardous substances)		
18	Wetlands		
19	Coastal Zones		
20	Public Issues or Concerns		
21	Noise		
22	Depletion of a Non-Renewable Resource		
23	Aesthetics		

Table B. Would your project use, disturb, or produce any chemicals or biological substances? (i.e., pesticides, industrial process, fuels, lubricants, bacteria) If not, skip to Section C.

Please indicate if any of the materials or processes listed below applies.

Item No.	Description	Yes/No	Quantity	Permit required? Type?	Specific type, use, or condition
1	Polychlorinated Biphenyls (PCBs)				
2	Import, Manufacture, or Processing of Toxic Substances				
3	Chemical Storage, Use, and Disposal				
4	Pesticide Use				
5	Hazardous, Toxic, or Criteria Pollutant Air Emissions				
6	Liquid Effluent				
7	Underground Extraction/Injection (hazardous substances)				
8	Hazardous Waste				
9	Underground Storage Tanks				
10	Biological Materials. Indicate if genetically altered materials are involved.				

Table C. Would your project require or produce any radiological materials? If not, skip to Part III.

Please indicate if any of the materials listed below applies.

Item No.	Description	Yes/No	Quantity	Permit required? Type?	Specific nature of use
1	Radioactive Mixed Waste				
2	Radioactive Waste				
3	Radiation Exposures				

Part III: Contact Information

Please provide the name of the preparer of this form and a contact person who can answer questions or provide additional information.

Preparer

Telephone
Number

E-mail Address

Contact

Telephone
Number

E-mail Address

ATTACHMENT C FEDERAL REGULATIONS

STATE OF FLORIDA GRANT ASSISTANCE PURSUANT TO AMERICAN RECOVERY AND REINVESTMENT ACT UNITED STATES DEPARTMENT OF ENERGY AWARDS

Formal regulations concerning administrative procedures for USDOE grants appear in Title 10 of the Code of Federal Regulations. Grant program administrative regulations appear in Part 600. Other USDOE regulations also impact grant programs. The following list contains regulations and Office of Management and Budget Circulars which may apply to the work performed under this Agreement.

2 CFR 176	Award Terms for Assistance Agreements that include funds under the American Recovery and Reinvestment Act of 2009, Public Law 111-5
2 CFR 901	Nonprocurement Debarment and Suspension
10 CFR 600	Financial Assistance Rules
10 CFR 601	New Restrictions on Lobbying
10 CFR 607	Government wide requirements for drug-free work place (financial assistance)
10 CFR 1039	Uniform relocation assistance and real property acquisition for federal and federally assisted programs
10 CFR 1040	Nondiscrimination in Federally Assisted Programs or Activities
10 CFR 1041	Enforcement of Nondiscrimination on the basis of handicap in programs or activities conducted by USDOE
10 CFR 1042	Nondiscrimination on the basis of sex in education programs or activities receiving federal financial assistance
Other Federal Regulations	
45 CFR Subtitle A – Appendix E to Part 74	Principles for Determining Costs Applicable to Research and Development Under Grants and Contracts with Hospitals
48 CFR 31	Contract Cost Principles and Procedures, or uniform cost accounting standards that comply with cost principles acceptable to the federal agency
Office of Management and Budget Circulars	
A-21	Cost Principles for Educational Institutions
A-87	Cost Principles for State, Local, and Indian Tribal Governments
A-102	Grants and Cooperative Agreements with State and Local Governments
A-110	Uniform Administrative Requirements for Grants and Agreements With Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations
A-122	Cost Principles for Non-Profit Organizations
A-133	Audit Requirements

**ATTACHMENT D
FEDERAL FUNDING GRANTEE, SUBGRANTEE AND CONTRACTOR
PROVISIONS**

**FLORIDA ENERGY AND CLIMATE COMMISSION
GRANT AGREEMENT NO.**

**STATE OF FLORIDA
GRANT ASSISTANCE
PURSUANT TO**

**AMERICAN RECOVERY AND REINVESTMENT ACT
UNITED STATES DEPARTMENT OF ENERGY AWARDS**

All subgrants and contracts awarded by the Grantee, including small purchases, shall contain the following provisions as applicable:

1. **Equal Employment Opportunity** - All contracts shall contain a provision requiring compliance with E.O. 11246, "Equal Employment Opportunity," as amended by E.O. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and as supplemented by regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."
2. **Copeland "Anti-Kickback" Act (18 U.S.C. 874 and 40 U.S.C. 276c)** - All contracts and subgrants in excess of \$2,000 for construction or repair awarded by recipients and subrecipients shall include a provision for compliance with the Copeland "Anti-Kickback" Act (18 U.S.C. 874), as supplemented by Department of Labor regulations (29 CFR part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient shall be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he is otherwise entitled. The recipient shall report all suspected or reported violations to the Federal awarding agency.
3. **Davis-Bacon Act, as amended (40 U.S.C. 276a to a-7)** - When required by Federal program legislation, all construction contracts awarded by the recipients and subrecipients of more than \$2,000 shall include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 276a to a-7) and as supplemented by Department of Labor regulations (29 CFR part 5, "Labor Standards Provisions Applicable to Contracts Governing Federally Financed and Assisted Construction"). Under this Act, contractors shall be required to pay wages to laborers and mechanics at a rate not less than the minimum wages specified in a wage determination made by the Secretary of Labor. In addition, contractors shall be required to pay wages not less than once a week. The recipient shall place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation and the award of a contract shall be conditioned upon the acceptance of the wage determination. The recipient shall report all suspected or reported violations to the Federal awarding agency.
4. **Contract Work Hours and Safety Standards Act (40 U.S.C. 327-333)** - Where applicable, all contracts awarded by recipients in excess of \$2000 for construction contracts and in excess of \$2,500 for other contracts that involve the employment of mechanics or laborers shall include a provision for compliance with Sections 102 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-333), as supplemented by Department of Labor regulations (29 CFR part 5). Under Section 102 of the Act, each contractor shall be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than 1½ times the basic rate of pay for all hours worked in excess of 40 hours in the work week. Section 107 of the Act is applicable to construction work and provides that no laborer or mechanic shall be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.
5. **Rights to Inventions Made Under a Contract or Agreement** - Contracts or agreements for the performance of experimental, developmental, or research work shall provide for the rights of the

ATTACHMENT D
FEDERAL FUNDING GRANTEE, SUBGRANTEE AND CONTRACTOR
PROVISIONS

Federal Government and the recipient in any resulting invention in accordance with 10 CFR part 600.325, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

6. **Clean Air Act (42 U.S.C. 7401 et seq.), and the Federal Water Pollution Control Act (33 U.S.C. 1251 et seq.), as amended** - Contracts and subgrants of amounts in excess of \$100,000 shall contain a provision that requires the recipient to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401 et seq.) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251 et seq.). Violations shall be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
7. **Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)** - Contractors who apply or bid for an award of \$100,000 or more shall file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient.
8. **Debarment and Suspension (E.O.s 12549 and 12689)** - No contract shall be made to parties listed on the General Services Administration's List of Parties Excluded from Federal Procurement or Nonprocurement Programs in accordance with E.O.s 12549 and 12689, "Debarment and Suspension." This list contains the names of parties debarred, suspended, or otherwise excluded by agencies, and contractors declared ineligible under statutory or regulatory authority other than E.O. 12549. Contractors with awards that exceed the small purchase threshold shall provide the required certification regarding its exclusion status and that of its principal employees.
9. **Section 508 of the Federal Water Pollution Control Act, as amended (33 U.S.C. 1368) and Section 1424(e) of the Safe Drinking Water Act, (42 U.S.C. 300h-3(e))** - Contracts and subgrants of amounts in excess of \$100,000 shall contain a provision that requires the recipient to agree to comply with all applicable standards, orders or regulations issued pursuant to Section 508 of the Federal Water Pollution Control Act, as amended (33 U.S.C. 1368) and Section 1424(e) of the Safe Drinking Water Act, (42 U.S.C. 300h-3(e)). Violations shall be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
10. **Compliance with all Federal statutes relating to nondiscrimination.** These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of sex; (b) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 795), which prohibits discrimination on the basis of handicaps; (c) the Age Discrimination Act of 1975, as amended (42 U.S.C. 6101-6107), which prohibits discrimination on the basis of age; (d) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (e) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (f) Sections 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290dd-3 and 290ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (g) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (h) any other nondiscrimination provisions in the specific statute(s) made; and, (i) the requirements of any other nondiscrimination statute(s) which may apply.
11. **Compliance with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646)** which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or

ATTACHMENT D
FEDERAL FUNDING GRANTEE, SUBGRANTEE AND CONTRACTOR
PROVISIONS

- federally assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Compliance with the provision of the Hatch Act (5 U.S.C. 1501 - 1508 and 7324 - 7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
 13. Comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
 14. Compliance with environmental standards which may be prescribed to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EP 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplain in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. 1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
 15. Compliance with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
 16. Compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. 469a-1 et seq.)
 17. Compliance with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
 18. Compliance with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. 2131 et seq.) pertaining to the care, handling, and treatment of warm-blooded animals held for research, teaching, or other activities supported by this Agreement.
 19. Compliance with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4801 et seq.) which prohibits the use of lead based paint in construction or rehabilitation of residence structures.
 20. Compliance with the mandatory standards and policies relating to energy efficiency which are contained in the State energy conservation plan issued in accordance with the Energy Policy and Conservation Act (Pub. L. 94-163, 89 Stat. 871).
 21. Assist the Commission in complying with the State Energy Conservation Program as described in the Code of Federal Regulations, Title 10, Parts 420 and 450 and guidance issued by the U.S. Department of Energy and subsequent guidance issued by the U.S. Department of Energy; the Financial Assistance Rules described in Title 10, Part 600, as well as those regulations concerning the use of oil overcharge recovery funds.
 22. The Commission reserves the right to transfer equipment acquired under this grant as provided in Title 10, Part 600.117. The Recipient can obtain a release of this right upon application containing certain commitments.
 23. Compliance with the Buy American Act (41 U.S.C. 101a-10c) By accepting funds under this Agreement, the Grantee agrees to comply with sections 2 through 4 of the Act of March 3, 1933, popularly known as the "Buy American Act." The Grantee should review the provisions of the Act to ensure that expenditures made under this Agreement are in accordance with it. It is the sense of the Congress that, to the greatest extent practicable, all equipment and products purchased with funds made available under this Agreement should be American-made.

ATTACHMENT D
FEDERAL FUNDING GRANTEE, SUBGRANTEE AND CONTRACTOR
PROVISIONS

24. **Preservation of open and competition and government neutrality towards contractors' labor relations on federally funded construction projects**
- a. Unless in conflict with State or local laws, you must ensure that bid specifications, project agreement, or other controlling documents in construction contracts awarded pursuant to this agreement, or pursuant to a subaward to this agreement, do not:
1. Require or prohibit bidders, offerors, contractors, or subcontractors to enter into or adhere to agreements with one or more labor organizations, on the same or other related construction project(s); or
 2. Otherwise discriminate against bidders, offerors, contractors, or subcontractors for becoming or refusing to become or remain signatories or otherwise to adhere to agreements with one or more labor organizations, on the same or other related construction project(s).
- b. The term "construction contract" as used in this provision means any contract for the construction, rehabilitation, alteration, conversion, extension, or repair of buildings, highways, or other improvements to real property.
- c. Nothing in this provision prohibits bidders, offerors, contractors, or subcontractors from voluntarily entering into agreements with labor organizations.
25. **Compliance with the provision included in Title XV and Title XVI of Public Law 111-5, the American Recovery and Reinvestment Act of 2009.**
26. **Segregation of Costs** – Recipients must segregate the obligations and expenditures related to funding under the Recovery Act. Financial and accounting systems should be revised as necessary to segregate, track, and maintain these funds apart and separate from other revenue streams. No part of the funds from the Recovery Act shall be commingled with any other funds or used for a purpose other than that of making payments for costs allowable for Recovery Act projects.
27. **False Claims Act** – Recipient and sub-recipients shall promptly refer to the DOE or other appropriate Inspector General any credible evidence that a principle, employee, agent, contractor, sub-grantee, subcontractor, or other person has submitted a false claim under the False Claims Act or has committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity or similar misconduct involving those funds.

ATTACHMENT E REPORTING REQUIREMENTS

STATE OF FLORIDA GRANT ASSISTANCE

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

- Provide a summary of project accomplishments to date. (Include a comparison of actual accomplishments to the objectives established for the period. If goals were not met, provide reasons why.)
- Provide an update on the estimated time for completion of the project and an explanation for any anticipated delays.
- Provide any additional pertinent information including, when appropriate, analysis and explanation of cost overruns or high unit costs.
- Identify and submit copies of, any relevant work products being submitted for the project for this reporting period (e.g., report data sets, links to on-line photographs, etc.)
- Provide a project Grant Budget update, comparing the Grant Project Budget to actual costs to date.
- Provide a project match Budget update, comparing the match Project Budget to actual costs to date.
- Where applicable provide critical metrics using the DOE Metrics Calculator on the following:
 - Job creation/retention
 - Full-time
 - Part-time
 - Energy Savings (kwh equivalents)
 - Annual reduction in natural gas consumption (mmcf), by sector
 - Annual reduction in electricity consumption (MWh), by sector
 - Annual reduction in electricity demand (MW), by sector
 - Annual reduction in fuel oil consumption (gallons), by sector
 - Annual reduction in propane consumption (gallons), by sector
 - Annual reduction in gasoline and diesel fuel consumption (gallons), by sector
 - Energy Cost Savings
 - Dollars saved
 - Renewable Energy Capacity and Generation
 - Amount of wind-powered electric generating capacity installed (MW)
 - Amount of electricity generated from wind systems (MWh)
 - Amount of photovoltaic generating capacity installed (MW)
 - Amount of electricity generated from photovoltaic systems (MWh)
 - Amount of electric generating capacity from other renewable sources installed (MW)
 - Amount of electricity generated from other renewable sources (MWh)
 - Emissions Reductions
 - Amount of green house gases reduced (CO2 equivalents)

ATTACHMENT E REPORTING REQUIREMENTS

- Amount of criteria air pollutants reduced (tons)
 - If applicable to the activity, provide program activity metrics on the following:
- Building Retrofits
 - Number of buildings retrofitted, by sector
- Building Energy Audits
 - Number of audits performed, by sector
 - Floor space audited, by sector
 - Auditor's projection of energy savings, by sector
- Building Codes and Standards
 - Name of new code adopted
 - Name of old code replaced
 - Number of new and existing buildings covered by new code
- Building Retrofits
 - Number of buildings retrofitted, by sector
- Loans and Grants
 - Number and monetary value of loans given
 - Number and monetary value of grants given
- Small-scale Renewable Energy Applications Installed
 - Number and size of solar energy applications installed
- Clean Energy Policy
 - Number of alternative energy plans developed or improved
 - Number of renewable portfolio standards established or improved
 - Number of interconnection standards established or improved
 - Number of energy efficiency portfolio standards established or improved
 - Number of other policies developed or improved
- Financial Incentives for Energy Efficiency and Other Covered Investments
 - Monetary value of financial incentive provided, by sector
 - Total value of investments incentivized, by sector
- Energy Efficiency Rating and Labeling
 - Types of energy consuming devices for which energy-efficiency rating and labeling systems were endorsed by the grantee
- Government, School, Institutional Procurement
 - Number of units purchased, by type (e.g., vehicles, office equipment, HVAC equipment, streetlights, exit signs)
- Industrial Process Efficiency (kwh equivalents)
 - Reduction in natural gas consumption (mmcf)
 - Reduction in fuel oil consumption (gallons)
 - Reduction in electricity consumption (MWh)
- Renewable Energy Market Development
 - Number and size of large scale solar energy systems installed
 - Number and size of large scale wind energy systems installed
 - Number and size of other large scale renewable energy systems installed
- Small-scale Renewable Energy Applications Installed
 - Number and size of solar energy applications installed
 - Number and size of wind energy applications installed

ATTACHMENT E REPORTING REQUIREMENTS

- Number and size of other renewable energy applications installed
- Technical Assistance
 - Number of information contacts (for example, webinar, site visit, media, fact sheet) in which energy efficiency or renewable energy measures were recommended, by sector
- Transportation
 - Number of alternative fuel vehicles purchased
 - Number of conventional vehicles converted to alternative fuel use
 - Number of new alternative refueling stations emplaced
 - Number of new carpools and vanpools formed
 - Number of energy-efficient traffic signals installed
 - Number of street lane-miles for which synchronized traffic signals were installed (if known)
- Workshops, Training, and Education
 - Number of workshops, training, and education sessions held, by sector
 - Number of people attending workshops, training, and education sessions, by sector