

RESOLUTION NO. 2010- 10

A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, AUTHORIZING THE COUNTY ADMINISTRATOR, OR DESIGNEE, TO SUBMIT AN APPLICATION SEEKING FUNDING ASSISTANCE FROM THE FLORIDA ENERGY AND CLIMATE COMMISSION TO ESTABLISH AND IMPLEMENT THE ST. JOHNS COUNTY PROJECTS FOR ENERGY EFFICIENCY AND CONSERVATION.

WHEREAS, the Florida Energy and Climate Commission allows local governments to make application through a grant program to help in the establishment and implementation of energy saving initiatives; and

WHEREAS, the deadline for the County submitting the application is February 12, 2010; and

WHEREAS, the County staff has reviewed the Grant application; and

WHEREAS, after a review of the Grant application, the County has determined that nothing contained in the Grant application negatively impacts the interests of the County; and

WHEREAS, after a review of the Grant application and accompanying materials, the County has determined that none of the requirements, restrictions, and/or obligations associated with award of the Grant, or the Grant itself, negatively impact the interests of the County; and

WHEREAS, after a review of the completed Grant application and accompanying materials, the County has determined that an award of a Florida Energy and Climate Commission to assist in establishment and implementation of the St. Johns County Projects for Energy Efficiency and Conservation serves the overall interests of the County.

NOW, THEREFORE BE IT RESOLVED, by the Board of County Commissioners of St. Johns County, Florida that:

Section 1. The above Recitals are incorporated by reference into the body of this Resolution, and such Recitals are adopted as Findings of Fact.

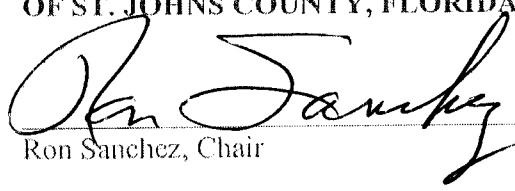
Section 2. The Board of County Commissioners hereby approves and authorizes the County Administrator, or designee, to submit a completed application (attached hereto, and incorporated herein), on behalf of the St. Johns County Recreation and Parks Department, St. Johns County Beaches, St. Johns County Public Works, St. Johns County Building Services, and St. Johns County Environmental Division for a Florida Energy and Climate Commission grants to establish and implement the St. Johns County Projects for Energy Efficiency and Conservation.

Section 3. The Board of County Commissioners hereby authorizes the County Administrator, or designee, to execute any other paperwork necessary, and/or associated with the application for the Florida Energy and Climate Commission.

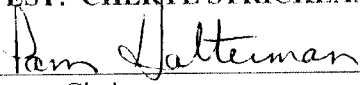
PASSED AND ADOPTED by the Board of County Commissioners of St. Johns County, Florida, this 19th day of January, 2010.



**BOARD OF COUNTY COMMISSIONERS
OF ST. JOHNS COUNTY, FLORIDA**


Ron Sanchez, Chair

ATTEST: CHERYL STRICKLAND, CLERK

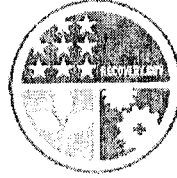
By: 
Deputy Clerk

RENDITION DATE 1/20/10

St. Johns County Projects for Energy Efficiency and Conservation Grant

The grant application will propose:

- **The synchronization of traffic signal roadway systems. This improves traffic flow on major roads and conserves fuel for our citizens.**
- **The installation of new school entrance beacons as well as energy upgrades to existing school entrance beacons using solar power.**
- **Replace existing trash receptacles with solar powered trash compactors at our beach locations. This reduces the collection frequency which improves energy usage and cuts cost.**
- **More efficient lighting to be installed at our Parks and Recreation facilities. This will provide improved operating efficiencies and savings.**
- **Provide expanded energy education outreach, building energy audits and energy inspections. These activities will encourage and support existing as well as new technologies in the building process.**



ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT

GRANT APPLICATION PROCESS FOR NON-ENTITLED CITIES AND COUNTIES

- Specific Authority:** American Recovery and Reinvestment Act of 2009 (Public Law 111-5); Section 377.703, Florida Statutes
- Request Issued By:** Executive Office of the Governor and Florida Energy and Climate Commission
- Request Issued On:** November XX, 2009
- Application Due Date:** 30 days from the request issued date.
- Application Process:** Submit at least one (1) clearly marked original, five (5) additional hard copies and one (1) electronic copy on a non-rewritable CD of the application and all supplemental materials via certified mail or hand delivered to:

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

- General Questions:** Please direct inquiries to:

Florida Energy and Climate Commission
Executive Office of the Governor
ATTN: Brittany Cummins
600 South Calhoun Street, Room 251
Tallahassee, FL 32399-0001
PHONE: (850) 487-3800
FAX: (850) 922-9701
EMAIL: energy@eog.myflorida.com

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

TABLE OF CONTENTS

1. PURPOSE OF GUIDELINESPAGE 3

2. BACKGROUND.....PAGE 3

3. FUNDING OVERVIEW.....PAGE 4

- a. Funding Purpose
- b. Desired Outcomes
- c. Funding Period
- d. Available Funds
- e. Other Activity Funds

4. ELIGIBILITY OVERVIEW.....PAGE 6

- a. Eligible Activities
- b. Limitations on Eligible Activities/Costs
- c. Ineligible Activities

5. APPLICATION REVIEW PROCESS.....PAGE 8

- a. Application Completeness Review
- b. Eligibility Review
- c. Scoring

6. REVIEW AND SELECTION PROCESS.....PAGE 12

7. REQUIREMENTS.....PAGE 13

- a. Registration Requirements
- b. Federal Requirements
- c. FECC Requirements

8. APPLICATION SUBMITTAL.....PAGE 16

9. FECC PROCEDURES FOR MOTION OF RECONSIDERATION.....PAGE 16

10. QUESTIONS.....PAGE 17

ATTACHMENT A – GRANT APPLICATION FORM

ATTACHMENT B – ARRA ENVIRONMENTAL QUESTIONNAIRE

ATTACHMENT C – REPORTING, DAVIS-BACON, BUY AMERICAN, AND OTHER COMPLIANCE
REQUIREMENTS FOR PUBLIC WORKS AND PUBLIC BUILDINGS

1. Purpose of Guidelines

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

1. reduce fossil fuel emissions in a manner that is environmentally sustainable, and to the maximum extent practicable, maximizes benefits for local and regional communities;
2. reduce the total energy use of the eligible entities; and
3. improve energy efficiency in the building sector, building envelope, the transportation sector, and other appropriate sectors.

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

2. Background

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

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 follow the policy of the State of Florida.

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 each 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, economic, and social impact.
- Encourage the research, development, demonstration, and application of alternative energy resources, particularly renewable energy resources.
- Consider, in its decisionmaking, 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 an energy shortage within Florida.

3. Funding Overview

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

3A. Funding Purpose

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

3B. Desired Outcomes

The desired outcomes of the EECBG Program include:

- a. Increased energy efficiency, reduced energy consumption and reduced energy costs through efficiency improvements in the building, transportation and other appropriate sectors;
- b. New jobs and increased productivity to spur economic growth and community development;
- c. Accelerated deployment of market-ready distributed renewable energy technologies, including wind, solar, geothermal, hydropower, biomass and hydrogen technologies;
- d. Improved air quality and related environmental and health indicators associated with the reduction of fossil fuel emissions;
- e. Improved coordination of energy-related policies and programs across jurisdictional levels of governance and with other local and community level programs in order to maximize the impact of this program on long-term local priorities;
- f. Increased security, resilience, and reliability of energy generation and transmission infrastructure;

- g. Leveraging of the resources of federal, state and local governments, utilities and utility regulators, private sector and non-profit organizations to maximize the resulting energy, economic and environmental benefits; and
- h. Widespread use of innovative financial mechanisms that transform markets.

3C. Funding Period

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

3D. Available Funds

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

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

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

Multiple applications by one jurisdiction will not be considered.

3E. Other Activity Funds

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

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

- o Utility incentives
- o Public borrowing or general funds

- Private borrowing
- Private equity
- Other federal and state funds
- Other ARRA funds, including State Energy Program funds

Applicants may not use funds for low-income weatherization under the Energy Efficiency and Conservation Block Grant for leveraging projects submitted in response to this solicitation document.

4. Eligibility Overview

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

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

4A. Eligible Activities

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

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

- I. Building retrofits, energy education outreach, solar outdoor lighting, and photovoltaic emergency back-up power (on existing structures or within existing facilities)
- II. Retrofits of existing industrial buildings and facilities such as energy efficient lighting controls/sensors, chillers, furnaces, boilers, heat recovery
- III. Development and implementation of an energy efficiency strategy
- IV. Retaining technical consultant services to assist the eligible entity in the development of such
- V. Residential and commercial building energy audits
- VI. Development and implementation of energy efficiency programs for buildings and facilities
- VII. Development and implementation of programs to conserve energy used in transportation, including:
 - a. Use of flex time by employers

- b. Satellite work center
 - c. Development and promotion of zoning guidelines or requirements that promote energy efficient development
 - d. Synchronization of traffic signals
 - e. Other measure that increase energy efficiency and decrease energy consumption
- VIII. Development and implementation of building codes and inspections to promote building energy efficiency
- IX. Replacement of traffic signals and street lighting with energy efficient light technologies including
- a. Light emitting diodes
 - b. Any other technology of equal or greater energy efficiency

4B. Limitations on Eligible Activities/Costs

Reimbursement of Costs

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

Administrative Costs

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

Energy Efficiency and Conservation Strategy Costs

Up to \$15,000 of grant funds may be used to develop an Energy Efficiency and Conservation Strategy. If costs exceed \$15,000, the additional costs may be used as match and points will be given accordingly.

Costs Incurred Prior to Award/Effective Date of Contract

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

Revolving Loan Funds

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

Subgrants

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

4C. Ineligible Activities

Prohibited Activities under the Recovery Act

The Recovery Act prohibits the use of funds for swimming pools, gambling establishments, aquariums, zoos, and golf courses. No funds can be used for any activity whatsoever at a prohibited

establishment. Any activities at facilities that are adjacent to any of the prohibited establishments and benefit any of the prohibited establishments are also prohibited.

Land Acquisitions

Acquisitions of land are not an eligible activity.

Supplanting of Funds

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

Low-Income Weatherization

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

Other Federally Prohibited Activities

Any other activities prohibited by federal law.

5. Application Review Process

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

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

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

5A. Application Completeness Review

Applications will be limited to 20 pages, excluding cover letters and affidavits. Pages, including attachments, should be number sequentially. If applications have multiple partners or propose multiple projects, the number of pages may exceed the 20 page limit. Applicants must provide printouts demonstrating registration with DUNS, CCR, and MyFloridaMarketPlace are complete.

The following items constitute a complete application:

- A. **PROJECT TITLE:** Name of grant project
- B. **PROJECT LOCATION:** List city or county where project will take place.
- C. **PROJECT BACKGROUND:** Provide a summary of the project and the justification supporting the need for the Commission to fund the project.
- D. **DESIRED OUTCOMES:** Provide a list of outcomes, in bullet format, expected to be achieved as a result of completing this project. The project can include more or less than

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

5B. Eligibility Review

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

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

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

5C. Scoring

The FECC Evaluation Committee shall evaluate applications and score them using the following criteria (weight noted parenthetically).

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

Energy Efficiency Strategy: 0-10 points
Project Plan: 0- 20 points
Project Team: 0-10 points
Matching/Leveraging Funds: 0-10 points
Jobs: 0-10 points
Energy Savings and Renewable Energy Production: 0-40 points
Greenhouse Gas Reduction: 0-10 points
Special Community Designations: 0-10 points

Energy Efficiency and Conservation Strategy (0-10 points)

10 points will be awarded if the applicant has an Energy Efficiency and Conservation Strategy. Strategies must be adopted by the local governing body at the time of submittal to receive points. Applications that do not have an adopted strategy will receive zero points.

Project Plan (0-20 points)

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

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

Project Team (0-10 points)

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

Matching/Leveraging Funds (0-10 points)

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

- 0 points = \$1.00 up to and including 1% of total project cost.
- 1 points = Greater than 1% up to and including 10% of total project cost.
- 2 points = Greater than 10% up to and including 20% of total project cost.
- 3 points = Greater than 20% up to and including 30% of total project cost.

- 4 points = Greater than 30% up to and including 40% of total project cost.
- 5 points = Greater than 40% up to and including 50% of total project cost.
- 6 points = Greater than 50% up to and including 60% of total project cost.
- 7 points = Greater than 60% up to and including 70% of total project cost.
- 8 points = Greater than 70% up to and including 80% of total project cost.
- 9 points = Greater than 80% up to and including 90% of total project cost.
- 10 points = Greater than 90% of total project cost.

Jobs (0-10 points)

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.

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

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

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

This number will serve as the jobs score.

Energy Savings and Energy Generation (0-40 points)

All grant applications shall include an estimate of the average annual energy savings and energy production from January 2011 to December 2020 and calculate the annual energy saved and/or energy produced per EECBG dollar invested. The projects will be ranked according to their energy savings per dollar of EECBG and scored. A project in bottom five percent of projects for energy savings/production will score 2 point, and a project in the second five percent will score a 4 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 located on the Commission's Web site, MyFloridaClimate.com, for all calculations.

Greenhouse Gas Reduction (0-10 points)

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

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

Special Community Designations: 0-10 points

Applications will receive 10 points maximum if the proposed project is located within any of the boundaries of the following designated areas. Applicants must provide documentation for any special designation claimed on the application and such designation must be verifiable with the appropriate agency.

- Empowerment Zone, Enterprise Community, or Champion Community, pursuant to the Economic Empowerment Act of 1993
- Rural Area of Critical Economic Concern designated by the Governor
- Area of Critical State Concern pursuant to Chapter 380.05, F.S.
- Florida Enterprise Zone pursuant to Chapter 290.0065, F.S.
- HUD-designated Renewal Community
- Florida Front Porch Community
- A city or county located within a fiscally constrained county pursuant to Chapter 218.67 (1), F.S.

6. Review and Selection Process

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

Preliminary Ranking – After all eligible applications are scored by the individual evaluators, the Commission's executive director will add each applicant's score from the individual evaluators and divide that number by the total number of individual evaluators. The Commission's executive director will then develop a list based on the highest ranking averaged score. For example, the top scored application shall be assigned a ranking number of 1, the second highest scored application shall be assigned a ranking number of 2, the third highest scored application shall be assigned a ranking number of 3, and so on, until all eligible applications are ranked.

Final ranking for Category 2, one-third (\$6.2 million) of the available grant funds dedicated to assist small counties and cities, will be based upon highest averaged ranking and availability of funding. Grants shall be awarded up to the total amount of funding available.

Final ranking for Category 1, two-thirds (\$12.4 million) of the available grant funds will be based on the averaged ranking of all applications. The Commission's executive director will

request that representatives of the top-ranked proposals provide brief presentations to the Commission. Following the recommendations from the Commission's executive director and presentations by the applicants, the commission members will have the opportunity to conduct a final ranking of proposals. The Commission's final decision to award grant funding will be based upon highest averaged ranking and availability of funding. Grants shall be awarded up to the total amount of funding available.

7. Requirements

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

7A. Registration Requirements

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

Applicants must obtain a DUNS number. DUNS website: http://www.dnb.com/US/duns_update/

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

Applicants must register with MyFloridaMarketPlace. MFMP website: www.mfmp.vendor.org

7B. Federal Requirements

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

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

Davis-Bacon Act Wage Rate Requirements

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

Environmental, Historic Preservation, and Cultural Review

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

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

Historic Preservation (DAHP) website:

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

7C. FECC Requirements

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

- Provide a summary of project accomplishments to date. (Include a comparison of actual accomplishments to the objectives established for the period. If goals were not met, provide reasons why.)
- Provide an update on the estimated time for completion of the project and an explanation for any anticipated delays.
- Provide any additional pertinent information including, when appropriate, analysis and explanation of cost overruns or high unit costs.
- Identify and submit copies of, any relevant work products being submitted for the project for this reporting period (e.g., report data sets, links to on-line photographs, etc.)
- Provide a project Grant Budget update, comparing the Grant Project Budget to actual costs to date.
- Provide a project match Budget update, comparing the match Project Budget to actual costs to date.
- 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)
 - Amount of criteria air pollutants reduced (tons)
- If applicable to the activity, provide program activity metrics on the following:
 - Building Retrofits
 - Number of buildings retrofitted, by sector

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

- Transportation
 - Number of alternative fuel vehicles purchased
 - Number of conventional vehicles converted to alternative fuel use
 - Number of new alternative refueling stations emplaced
 - Number of new carpools and vanpools formed
 - Number of energy-efficient traffic signals installed
 - Number of street lane-miles for which synchronized traffic signals were installed (if known)
- Workshops, Training, and Education
 - Number of workshops, training, and education sessions held, by sector
 - Number of people attending workshops, training, and education sessions, by sector

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

For a copy of the current grant agreement template, please go to MyFloridaClimate.com.

8. Application Submittal

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

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

Applications must be delivered by DATE to:

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

9. FECC Procedures for Motion of Reconsideration

- a. Any applicant to this grant program who is adversely affected by an order and/or decision of the Commission may file a motion for reconsideration of that order and/or decision.

- The Commission will not entertain any motion for reconsideration of any order that disposes of a motion for reconsideration.
- b. 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.
 - c. A final order or decision by the Commission shall not be deemed rendered for the purpose of judicial review until the Commission 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.
 - d. Failure to file a timely motion for reconsideration, cross motion for reconsideration, or response, shall constitute waiver of the right to do so.
 - e. Any motion for reconsideration or response to a motion filed pursuant to the procedure approved by the Commission shall contain a concise statement of the grounds for reconsideration, and the signature of counsel, if any.
 - A motion for reconsideration of a final order or final decision of the Commission shall be filed within 10 days after issuance of the order.
 - 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.
 - A response to a cross motion for reconsideration shall be served within 7 days of service of the cross motion.

10. Questions

Questions regarding this solicitation must be directed to Brittany Cummins and will only be answered in writing. Direct all questions to energy@eog.myflorida.com or (850) 922-9701 (fax) with the subject line "EECBG Application Guidelines" or:

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

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