



**OREGON
DEPARTMENT OF
ENERGY**

ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT PROGRAM

MARCH 20, 2024

MEET ODOE'S EECBG TEAM



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EECBG PROGRAM GOALS

The EECBG Program is made available through Section 40552 of the IJA to support local government projects that:

- Reduce fossil fuel emissions
- Lower a community's total energy use
- Improve energy efficiency
- Build a clean and equitable energy economy.



ELIGIBLE ACTIVITIES

Energy Efficiency:

- Building audits and retrofits, including grid interactivity, electrification, and Home Energy Scoring.
- Energy Savings Performance Contracts for efficiency and electrification in municipal buildings.
- Building efficiency and electrification campaigns.

Renewables:

- Solar installations and battery storage, such as power purchase agreements and direct ownership.

Transportation:

- Electric vehicles for municipal fleets.
- EV charging infrastructure for the community.

ELIGIBLE ENTITIES

Must be an Oregon unit of local government:

- Cities
- Counties
- Other local government entities, per [ORS 174.116](#)
 - Multi-jurisdictional regional governments
 - Special service districts

Must not otherwise be eligible for a direct EECBG award from US DOE.

Does not include the following, per [ORS 174.108](#):

- Oregon Health and Science University
- Oregon State Bar
- Any intergovernmental entity formed by a public body with another state or with a political subdivision of another state, or any intergovernmental entity formed by a public body with an agency of the federal government

For more information on the 28 types of special service districts: [ORS 198.010 and 198.335](#)

FEDERAL REQUIREMENTS

- Awardees of this opportunity will be subrecipients of funds awarded to ODOE and will be identified as subrecipients selected for a subaward.
- Performance Agreements between ODOE and subrecipients will include required federal terms and conditions, including the flow down requirement of terms and conditions to subrecipient contractors and subcontractors, as applicable.
- Applicants can find these requirements listed in the application.



APPLICATION PROCESS

- To apply, an authorized representative of the applicant organization must have an ODOE Customer Service Portal account. Account registration is available here: [Portal link](#).
- The application portal opens Friday, March 22, 2024 and applications will be reviewed and awarded on a rolling basis, but must be submitted no later than Tuesday, May 21, 2024.
- Questions and inquiries about the grant program shall be submitted to eecbg.grants@energy.oregon.gov. Questions submitted to ODOE will be answered and added into a comprehensive Frequently Asked Questions (FAQ) document that will be posted to ODOE's website. ODOE will strive to respond to all questions within one business day.

APPLICATION PACKAGE SUBMITTAL PROCESS

- Applications are accepted through the portal website only.
- Applications received after the deadline will not be considered.
- The applications must include all information requested in the instructions and in the application, including attachments (file uploads).
- Additional Required Attachments with Application
 - SF-424A
 - Budget Justification Workbook
 - Authorized Applicant Letter: Written authorization from the applicant's governing body allowing submission of the application.
 - Davis-Bacon Assurance Letter.



APPLICANT INFORMATION

The information provided in Section 1 must include all the following:

1. Applicant organization name. Applications must be submitted only by eligible applicants and, if awarded, will be the entity responsible for fulfilling the grant award and conditions.
2. Legal address of the applicant. Include the zip code.
3. Applicant Principal Investigator (i.e. Project Manager) with Name, Phone Number, and Email Address. This should be the primary point of contact for the project.
4. Applicant Business Officer with Name, Phone Number, and Email Address. This should be the authorized representative and person with the authority to approve and sign the performance agreement with the State.
5. Federal Tax Employer Identification Number (EIN).
6. Federal Unique Entity Identifier (UEI). A UEI is provided through the [System for Award Management \(SAM\)](#) (formerly CCR database).
7. Blueprint Selection. Please identify your intended project(s) from the approved list of program options.

BLUEPRINT OPTIONS

Energy Efficiency:

- Building Audits and Retrofits, including grid interactivity, electrification, and Home Energy Scoring
- Energy Saving Performance Contracts for efficiency and electrification in municipal buildings
- Building Efficiency & Electrification Campaigns

Renewables:

- Solar installations and battery storage, such as power purchase agreements and direct ownership

Transportation:

- Electric vehicles for municipal fleets
- EV charging infrastructure for the community

PROPOSED IMPLEMENTATION PLAN

- List of project team members, their roles and lines of authority, and experience with similar projects.
- A detailed construction plan and project schedule with major milestones including the target operational date of the system. The schedule must show construction beginning within 12 months of execution of the performance agreement and will be completed within 24 months of execution of the performance agreement.
- A description of how the applicant will manage planning, construction, and system start-up. Include a commissioning plan if developed.
- A description of material availability and whether the materials are on-hand or are readily available. Include an approximation of timeline for availability of materials.
- A detailed description of the project operations plan post-construction. The applicant should show how the project will be operated, the estimated costs, and how maintenance and operations will be adequately funded.

COMMUNITY BENEFITS AND EQUITY CONSIDERATIONS

- A description of qualifying community's involvement in project development and operations. This could include, but is not limited to, descriptions of surveys of the local community, attendance or participation at public meetings, and community ideas and recommendations incorporated in project plan.
- A description of any equity framework used by applicant in developing the project.
- A description of the level of direct energy cost savings to families and small businesses that will result from the project.
- A description of the level of economic development that will result from the project.
- Information on the number and types of jobs directly connected to the awarding of the grant that will be:
 - Created by the project, as well as sustained throughout construction and operation of the project.
- If applicable, a description of how the project would integrate with broader community energy and environmental goals.

IDENTIFY PROGRAM PROCESS METRICS

- The EECBG program requires quarterly performance reporting, which includes capturing metrics applicable to your project.
- Please review the [process metrics](#) and identify which metric(s) item will be collected to report on, should your project be selected.
- Metrics should be selected from the third column and should pair with your appropriate project selection (i.e. home energy scores should select metrics from Metric Area #8, such as “Number of building energy audits performed”).



AUDITING AND MONITORING PROCEDURES

Please include the following in the response:

- Prior experience managing a Federal grant award, whether as a Prime or Subrecipient.
- Were all the terms and conditions of the previous award followed?
- Describe previous reporting and budgeting; whether performance and financial reports were submitted timely; if reasonable progress was made towards performance goals; whether financial reports were accurate; and if the applicant stayed on budget.
- Prior experience with similar programs.
- Describe the applicants' staffing capacity and capability to comply with the terms of this project; whether there has been recent turnover in the program or award management staff; whether key staff attended required trainings and meetings during prior grant awards; and if key staff responded to State or Federal requests timely during prior grant awards.
- Describe policies which include procedures for assuring compliance with the terms of the award.
- Describe the accounting system; whether it is automated, manual, or a combination; whether the system is new or has substantially changed systems or software packages recently; if the system will allow for complete and accurate tracking of the receipt and disbursement of funds related to the award; and if there is a system in place that will account for 100% of each employee's time.

STRATEGY FOR SERVING DISADVANTAGED COMMUNITIES

- Describe how your strategy will support the goal that 40% of the overall benefits of the EECBG investments flow to disadvantaged communities, in line with the Justice40 Initiative. Include the 11-digit census tract number for the project's location (found on the [CEJST map](#))
- **Identify Justice40 metrics:** The metric(s) should include measurable data that can be collected specific to the selected project(s) in order to exhibit how projects benefit disadvantaged communities. Please review the [list](#) of potential, but not all-inclusive, metrics and identify which metric(s) item will be collected to report on, should your project be selected. Metrics should be selected from the second column, if applicable. If identifying an unlisted metric, please describe the metric and how it relates to Justice40 and the policy priorities listed in the first column.

QUESTIONS?



- Recording will be available
- Any questions, please send to: eecbg.grants@energy.oregon.gov
- Program website: [State of Oregon: INCENTIVES - Energy Efficiency and Conservation Block Grant Program](#)

Thank You!

