

Community Renewable Energy Grant Program

R3 Application Scoring Guide - Construction

This scoring guide aims to provide competitive reviewers with a consistent method to score specific application responses against the scoring criteria published in the opportunity announcement. This guide is meant to be a resource for subsequent C-REP rounds but not intended to reflect the exact application questions, which can alter slightly between rounds.

Project Strength

TEAM & PROJECT DESCRIPTION: Quality of project team based on clearly defined roles that show a sufficient number of team members (including partners) with the required experience in relation to the renewable energy project's need and complexity; and a complete project description summary that adequately describes the project to be developed.	10
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Strength of project team: Applicant provides:

- Is there a list of significant team members with clearly defined roles?
- Are there a sufficient number of team members?
- Does the team have experience on similar projects?
- Is there clear ownership and detailed partner information? (if applicable)

Score using the following application sections and questions:

- **Section 3** Partner Information (if applicable)
- **Section 4** Consultant/Contractor Information (if applicable) - *Please note most projects will not have selected a contractor/consultant due to public body proposal request laws.*
- **(7.1)** List project team members, their roles and lines of authority, and their experience with similar projects.
- **(8.5)** Project and community leaders involved in community outreach directly related to the proposed project.

Strength of project description: Did the applicant adequately describe the project to be constructed?

Score using the following questions in Section 6.

An adequate description should include at a minimum:

- **(6.2 - 6.10)** A clear overall project description that includes the project design, the equipment proposed to be used in the project, any engineering studies or calculations already done, status of the utility consultation, and planning already done.
- **(6.2)** An assessment of the suitability of the site, and the degree to which the applicant has secured site control.
- **(6.11 / 6/12)** If the project is for generating renewable energy, information on:

- **(6.13)** The equipment technical specifications, including manufacturer’s information and warranties for the selected technology, and all other major project equipment. Including information that demonstrates the system will operate for at least five years.
- **(6.16 / 6.17)** The nameplate capacity (KW).
- **(6.18)** The projected amount of net energy the project will generate, in KWh per year.
- **(6.19)** A renewable resource assessment demonstrating adequate renewable resource availability for the proposed system operations. The resource assessment must describe the type of resource available, explain how the applicant evaluated and estimated the resource availability, and how the system will ensure access to the resource.
- **(6.11 / 6.12)** If the project is for energy storage, information on:
 - **(6.13)** The equipment technical specifications, including manufacturer’s information and warranties for the selected technology, and all other major project equipment. Information that demonstrates the system will operate for at least five years.
 - **(6.20)** Nameplate power capacity in KW.
 - **(6.21)** The projected amount of net energy the project will supply, in KWh per year.
 - **(6.22)** Proposed operational use cases for the energy storage project, including emergency backup power, providing grid services, demand reduction, arbitrage, or any other planned uses.
- **(6.14 / 6.15)** If the community renewable energy project will add capacity to or be paired with an existing renewable energy system, for example pairing energy storage and/or microgrid enabling technologies with an existing solar photovoltaic array, the applicant must include a description of the existing renewable energy system.

PLAN & SCHEDULE: Strength of the renewable energy project plan, the applicant's ability to guide it to completion, and the quality of the project schedule details that demonstrate the applicant can meet grant timeline requirements: 12 months to start installation and 36 months to fully operational.	15
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Score using the following questions in Section 7:

Strength of project operations plan: Applicant demonstrates how the project will be maintained, operated, staffed and funded for at least five years.

- **(7.5)** Describe how the project planning, construction, and system start-up will be managed. Include a commissioning plan if developed.
- **(7.6)** Describe the project operations plan post construction that demonstrates the project will operate as represented for at least five years and for the life of the project. This should include how the project will be operated, the estimated costs, how

maintenance and operations will be funded, and that there will be sufficiently experienced personnel to operate the project.

Strength of construction plan and detailed schedule: Applicant demonstrates:

- Construction will begin within 12 months of Performance Agreement and will be completed within 36 months.
- Clear lines of authority and duties outlined in the plan.
- Adequate description of project milestones and level of detail in the plan and schedule.
- (7.2) Estimated start date (*Note, construction projects must be started within 12 months of grant performance agreement*).
- (7.3) Estimated completion date (*Note, construction projects must be completed within 36 months of grant performance agreement*).
- (7.4) Provide a detailed construction plan with an estimated project schedule highlighting the following dates: (1) Design/Engineering/Studies/Audits Complete, (2) Procurement Complete, (3) Start of Installation/Construction, (4) Construction/Installation Complete, and (5) Utility Inspection &/or Interconnection Date
- (7.5) Describe how the project planning, construction, and system start-up will be managed. Include a commissioning plan if developed (uploaded file).

BUDGET & FINANCES: The demonstration of the applicant's ability to fund or finance the renewable energy project to completion in order to qualify for grant disbursement (grant is reimbursable).	10
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Score using the following application sections, questions and budget attachment:

Strength of financial plan: Applicant adequately demonstrates financial ability to complete and operate the project.

- (7.6) Describe the project operations plan post construction that demonstrates the project will operate as represented for at least five years and for the life of the project. This should include how the project will be operated, the estimated costs, how maintenance and operations will be funded, and that there will be sufficiently experienced personnel to operate the project.
- **Section 9** Finances (all)
- **Required C-REP Budget Spreadsheet** attachment

RESILIENCE: The renewable energy project's ability to maintain the availability of energy needed to support and increase the community energy resilience of structures or facilities that are essential to the public welfare, level of importance of the critical public services, how many people will it serve.	10
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Strength of Community Energy Resilience: Applicant demonstrates the community energy resilience aspects of the project, which may include:

- How does the project support and increase the community energy resilience of structures or facilities that are essential to the public welfare?

- What is the level of importance of the critical public services?
- How many people will be served by the critical public services supported by the project?
- What is the duration of backup power during a grid outage?

Score using the following questions in Section 6:

- **(6.11 / 6/12)** If the project is for energy storage, information on:
 - **(6.13)** The equipment technical specifications, including manufacturer's information and warranties for the selected technology, and all other major project equipment. Information that demonstrates the system will operate for at least five years.
 - **(6.20)** Nameplate power capacity in KW.
 - **(6.21)** The projected amount of net energy the project will supply, in KWh per year.
- **(6.22)** Proposed operational use cases for the energy storage project, including emergency backup power, providing grid services, demand reduction, arbitrage, or any other planned uses.
- **(6.23)** Will this project support the energy resilience of structures or facilities that are essential to the public welfare?
- **(6.24)** If yes, describe the energy resilience benefits provided by the proposed project. Include key resilience factors such as the nature of the facility being served, a description of the community being served, the importance of the facility to the community, specific natural hazards being planned for, and the duration of backup power provided by the project.
- **(6.25)** Describe the population (type and numbers) and benefits provided through the addition of the renewable energy system connected to community building(s), infrastructure or other community assets.

Equity Priorities

PROJECT LOCATION & EJ COMMUNITY IMPACT: The renewable energy project is located in an Environmental Justice community and the degree to which the project will primarily serve and provide direct benefits to Environmental Justice community members.	5
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Score using the following questions in Section 6 and Section 8:

Location in Community: Proposed project is located in a qualifying community.

- **(6.25)** Describe the population (type and numbers) and benefits provided through the addition of the renewable energy system connected to community building(s), infrastructure or other community assets.

- **(8.3)** Is the community renewable energy project located in a qualifying (Environmental Justice) community? (Yes or No)
- **(8.4)** If yes, describe in detail how and to what extent the community qualifies as an Environmental Justice community.

Communities Served: Does the proposed project provide direct benefits to one or more qualifying communities?

- **(8.1)** Does the community renewable energy project primarily serve members of a qualifying (Environmental Justice) community? (Yes or No)
- **(8.2)** If yes, describe the qualifying (Environmental Justice) community and detail how the members of the qualifying community are those primarily served by the community renewable energy project.
- **(8.13)** Describe how the community renewable energy project would integrate with broader community energy and environmental goals.

EJ COMMUNITY OUTREACH PLAN: The quality of the community outreach plan to include EJ community members and regional stakeholders in the siting, planning, designing, or evaluating of the proposed project. This could include, but is not limited to, descriptions of surveys of the local community, attendance or participation at public meetings, community ideas and recommendations incorporated in the project plan.	5
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Score using the following question in Section 8:

Community Outreach Plan: Applicant demonstrates a community outreach plan with an emphasis on qualifying/environmental justice communities.

- **(8.7)** Describe outreach done to qualifying communities. If qualifying communities have been involved in the project development and operations, please include a description of the communities and how they have been involved.

EJ COMMUNITY ENGAGEMENT & LEADERSHIP: The level of community engagement in <u>developing the grant application for a renewable energy project</u> , including the degree to which EJ community members and community groups are involved in the project leadership, including project partners.	5
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Score using the following questions in Section 5 and Section 8:

Community Partnerships & Engagement: Did the applicant provide a description of the consultations with regional stakeholders and community groups, and any additional community engagement process as part of developing the grant application?

- **(5.1)** Describe prior consultations or outreach with stakeholders and community groups, and any community engagement as part of developing the grant application.
- **(5.2)** Describe consultations with the local electric utility that ensured the feasibility of the project.

- **(8.6)** Please detail any community involvement in this proposed project. Highlight involvement with Environmental Justice communities.

Community Project Leadership: Does the application demonstrate that members of qualifying communities are involved in the project and represented in project leadership.

- **(8.5)** Please provide a brief bio of the project leaders. *(Note, are leaders from Qualifying/Environmental Justice communities included?)*

EQUITY FRAMEWORK: The degree to which an equity framework(s) is used to guide development, implementation and/or evaluation <u>of the renewable energy project.</u>	5
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Score using the following question in Section 8:

- **(8.8)** Describe any equity framework used by applicant in developing the project.

PROCUREMENT POLICIES: The degree to which disadvantaged business enterprises, emerging small businesses, or businesses that are owned by minorities, women, or disabled veterans <u>are incorporated in the renewable energy project.</u>	5
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Score using the following question in Section 8:

- **(8.15)** Describe any disadvantaged business enterprises, emerging small businesses, or businesses that are owned by minorities, women, or disabled veterans that will be involved in the project construction and how they will be involved.

HIRING POLICIES: The degree to which inclusive hiring and promotion policies <u>are incorporated in the renewable energy project.</u>	2.5
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Score using the following question in Section 8:

- **(8.14)** Please describe the extent to which the project includes inclusive hiring and promotion policies.

Program Priorities

PRIOR ENERGY EFFICIENCY INVESTMENTS: The level of significant prior investments in energy efficiency measures and/or the number of aggregate improvements to demand response capabilities <u>at the project location.</u>	2.5
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Score using the following question in Section 6:

- **(6.26)** Describe any prior investments in energy efficiency measures at the project location or how, if at all, the proposed project will result in aggregate improvements to demand response capabilities. Evidence may include utility or Energy Trust of Oregon project documentation or finance statements demonstrating investments and may be uploaded below.

NATURAL HAZARD MITIGATION PLAN: The extent to which the <u>renewable energy project</u> assists the applicant in achieving goals included in a related natural hazard mitigation plan approved by the Federal Emergency Management Agency.	5
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Score using the following question in Section 8:

- **(8.9)** Does this project assist in achieving goals included in the applicants' natural hazard mitigation plan as approved by the Federal Emergency Management Agency.

BUSINESS AND FAMILY DIRECT ENERGY COST SAVINGS: The level of the <u>renewable energy project's anticipated direct energy cost savings</u> to families and small businesses (amount of savings predicted relative to the grant request amount, number of families and businesses that see direct savings, diversity and types of families and businesses that see the direct benefits).	2.5
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Score using the following question in Section 8:

- **(8.10)** Detail any direct energy cost savings to families and small businesses from the proposed project.

ECONOMIC DEVELOPMENT: Not including job creation, the types and level of economic development the <u>renewable energy project will provide</u> . (Consider increases to average incomes, ensure sustainable economic growth, innovation, workforce development, business retention and expansion, and promotion of an environment that supports entrepreneurship and small business development).	2.5
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Score using the following question in Section 8:

- **(8.11)** Describe the level of economic development that will result from the project.

JOB CREATION: Level of estimated local jobs created by the construction, installation, and operations of the <u>renewable energy project's lifetime</u> , in relation to the estimated size/cost of the renewable energy project.	5
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Score using the following questions in Section 7:

- **(7.7)** Please estimate the number and types of jobs directly connected to the awarding of the grant that will be created by the project and sustained throughout construction and operation.

Project Diversity

DIVERSITY: Geographic diversity including locations of prior grantees and the diversity of technology, resource types and renewable energy project/system size.	10
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Score using reviewer determination based on the following sections, questions and documentation:

Geographic Diversity: Is the proposed project located in an area of Oregon where there are no, or few, other projects proposed?

- **(6.2 & Site Location Details)** Please describe the community site where the proposed renewable energy system will be located.
- Has applicant been awarded prior C-REP grant(s) at same location for a different project? *(Note, prior C-REP planning grant awardees now applying for a C-REP construction grant for the same project should not be considered in scoring (this is a program focus to provide planning funds to create a stronger construction project application))*
 - See [C-REP Round One Awardees and Project Type/Summary/Location](#)
 - See [C-REP Round Two Awardees and Project Type/Summary/Location](#)

Diversity of technology/resource types/project size: Proposed project uses a technology or resource type that no, or few, other projects are proposing. The project is of a different size from most other proposed projects submitted under the opportunity announcement.

- **(6.10 - 6.24)** Review project summary, system type, key energy generation/storage details, sizing, resource assessment, operational use cases and community/facility benefits of project.

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Applications will be ranked based on the competitive review scores and recommendations from the competitive review committee. Final recommendations will be determined by the department and Agency Director. Applicants that are recommended for awards may be offered a Performance Agreement.