

Deadline:
JUNE 15th

KANSAS CORPORATION COMMISSION
State Energy Office
ENERGY MANAGER GRANT

Purpose:

The grant is designed to assist coalitions of local governments in hiring an energy manager by providing a \$65,000 annual stipend for up to two years. A new position may be created or the duties may be added to an existing position. The energy manager will develop a short-term and long-term plan for each of the coalition members and work with them to transform their energy usage and awareness.

The grant is intended to result in the following:

- Reduced energy use and improved energy efficiency in public and private buildings.
- Reduced consumption of fuel in vehicles and equipment.
- Increased awareness of energy conservation and efficiency.
- Increased participation in programs related to energy conservation and management.

Eligible Applicants:

Coalitions of local governments (cities, counties, and school districts) may apply for this grant. The coalition must designate a city or county as the lead applicant. Cities and counties that received a direct allocation of Energy Efficiency and Conservation Block Grant (EECBG) funds from the U.S. Department of Energy (DOE) may not be the lead applicant but may be part of the coalition. ¹

Minimum Qualifications for Coalitions:

1. Coalition must include a minimum of three political subdivisions.
2. Coalitions must collectively own a minimum of 200,000 square feet of facility space and have total annual energy expenditures of at least \$250,000. Energy expenditure total may include purchased electricity, gas, water and vehicle fuel.

Minimum Qualifications for Energy Managers:

1. A four-year engineering or architectural degree, or a registered Professional Engineer (P.E.), or Registered Architect (R.A.) with at least three years experience in energy engineering or energy management.
2. A four-year business or related degree, with at least five years experience in energy engineering or energy management.
3. A two-year technical degree, with eight years experience in energy engineering or energy management.
4. Ten years or more verified experience in energy engineering or energy management.

Scope of Work:

Coalitions will establish an energy manager position and hire a full-time energy manager for two years.

In the first 6 months of the grant period, the energy manager must meet all requirements listed below.

1. Attend a mandatory certified energy manager training, sponsored by the State Energy Office.
2. Categorize current energy use by fuel type, operating division, operating entity, facility or department (in the case of transportation) for both the built environment and the transportation uses of the coalition.

¹Counties that received funds directly from DOE: Butler, Cowley, Crawford, Finney, Johnson, Leavenworth, Lyon, Montgomery, Sedgwick, and Shawnee. Cities that received direct funds: Hutchinson, Kansas City, Lawrence, Lenexa, Manhattan, Olathe, Overland Park, Salina, Shawnee, Topeka, and Wichita.

3. Collect a minimum of 12 months of energy usage and cost data across all fuel types and calculate all greenhouse gas emissions from all sources using EPA Greenhouse Gas Equivalencies Calculator.
4. Identify energy-using facilities, vehicles, and operations that are performing poorly and create a prioritized list of improvements.
5. Develop awareness and skill in utilizing all federal, state, and local public programs to assist in energy upgrades for the energy using units of the coalition.

During the two-year grant period, the energy manager must strive to meet the goals listed below.

1. Conduct regular meetings with local government officials on energy-efficiency upgrade opportunities, hold energy conservation training for all personnel, and identify possible alternative energy upgrades for future implementation.
2. Establish an outreach program for providing energy-efficiency information and identifying opportunities in the community for energy efficiency improvements.
3. Develop a plan for systemic, prioritized energy-efficiency upgrades for all energy-using facilities and equipment, including opportunities for fuel switching and load shifting/leveling.

Source of Funding:

The State Energy Office (SEO) a division of the Kansas Corporation Commission (KCC) has established the energy manager grant program, using \$2,556,100 of the Energy Efficiency and Conservation Block Grant (EECBG) funds authorized by the American Recovery and Reinvestment Act of 2009 (ARRA).

Reporting:

These grants are subject to the Federal Funding Accountability and Transparency Act of 2006, as well as ARRA reporting requirements. The lead applicant will receive all funds and provide all reports directly to the SEO. Reporting requirements include monthly payment requests with supporting documentation, as well as other data necessary to assess the success of the program.

Energy Efficiency Building Codes:

All applicants must commit to work towards the voluntary adoption of energy efficiency building codes in their local jurisdictions. The KCC formed the Energy Efficiency Building Codes Working Group to develop a plan to ensure compliance with this ARRA requirement by 2017. The SEO will assist grantees in meeting this requirement.

Ability to Sustain Position:

Preference will be given to applicants that provide a plan to fund the position beyond the two-year grant period. Coalitions are encouraged to consider and evaluate dollar savings from cost-effective energy efficiency and conservation measures as a source of financing the Energy Manager position, including utilization of existing programs (e.g., FCIP and Efficiency Kansas Loan Program).

Applying for Grant:

1. Coalitions must submit a completed application package, which includes:
 - a. Energy Manager Grant Application
 - b. Letters of support from each coalition member that clearly indicate their intention to participate in this coalition.
2. Applications must be received by June 15, 2010, and will be reviewed on a first-come, first-served basis until funds are exhausted.

Changes: The SEO may make changes as it evaluates the response to the program. These grant funds are a result of the ARRA and are subject to the availability and requirements in place at the time of award.