Financial Assistance
Funding Opportunity Announcement

FOA: DE-FOA-0000829

Better Buildings – Commercial Energy Efficiency Solutions

March 12, 2003
None of the information presented here is legally binding. The content included in this presentation is intended only to summarize the contents of funding opportunity DE-FOA-0000829. Any content within this presentation that appears discrepant from the FOA language is superseded by the FOA language. All Applicants are strongly encouraged to carefully read the FOA guidelines and adhere to them. Neither the U.S. Department of Energy (DOE) nor the Federal employees associated with DOE working on this presentation shall be held liable for errors committed by applicants based on potentially incorrect or inaccurate information presented herein.
What is a Funding Opportunity Announcement?

1. Contains instructions for potential applicants;
2. Provides the objectives of the funding opportunity;
3. Outlines directions for successfully submitting the application:
   - Eligibility,
   - Required documents,
   - Technical objectives,
   - Review Criteria and scoring; and
4. Includes conditions associated with federal funding.
First Steps

• Register--
  1. EERE Exchange: https://eere-Exchange.energy.gov;
     1. All documents must be submitted through EERE Exchange
     2. Forms and templates are available through this website.
  2. Grants.gov for Amendments to the FOA;
  3. System for Award Management to receive an organizational account and SAM MPIN: https://www.sam.gov;

• All prime and subcontractors should have a:
  • DUNS number, http://fedgov.dnb.com/webform, and
Schedule

- **FOA Issue Date:** March 7
- **Webinar for Applicants:** March 12
- **Concept Papers:** 5 PM, March 22
- **Expected Concept Paper Notification:** April 10
- **Full Applications:** April 24
- **Expected Release of Reviewer Comments:** May 31
- **Replies to Reviewer Comments:** 5 PM, June 5 (optional)
- **Expected* Selection:** July 1

*Questions to: [BetterBuildings.CEES@go.doe.gov](mailto:BetterBuildings.CEES@go.doe.gov)*
Funding Opportunity

Summary

- $12 million, 6-12 awards, $2M max/award;
- Cooperative Agreement with substantial involvement between EERE and Recipient;
- 12 month budget period with performance-based continuation each year for up to 3 years;
- 50% cost share;
- Confirmation that project worksites are not historic properties or within historic districts.

Multi-Faceted Teams
and
Multi-Faceted Approach

- Research- building science, technologies, methods, systems, strategies;
- Demonstration- field/industry orientation, existing relationships and/or projects;
- Market Deployment- interact and deploy to the small commercial building market at scale.
Objectives

1. Small Commercial (50,000 sq. ft. or smaller)
2. Multi-Faceted Teams of Research, Demonstration and Deployment Partners
3. Market-viable, Innovative but Underutilized Solutions
4. Address Barriers in Target Markets
5. Meet and Verify Energy Performance Targets
Barriers and the Market

Identify the target market;
Address key barriers such as high transaction costs, information gaps, financial hurdles, and organizational inertia;
Demonstrate the solution in at least one target sub-market; and
Cultivate a plan to take the solution to market to national scale.
Energy Performance

- New Construction or Substantial Retrofit:
  - demonstrated performance through the verification of design
  - and subsequent measurement of actual consumption at a level that
  - meets or exceeds Architecture 2030 50% Challenge Targets (kBtu/sq. ft./yr.)

- Existing Buildings:
  - demonstrate at least 20% decrease versus baseline energy consumption at scale across the U.S.

Energy performance metrics that can be measured, validated and are quantitative.
Criteria for Review

• Concept Paper/Pre-Application
  • Review Criteria
    • Potential Reduction in Building Energy Use, Cost and GHG Emissions (40%)
    • Viability and Quality of the Proposed Plan (30%)
    • Qualifications of Applicants (30%)
  • DOE will provide feedback to encourage or discourage further submissions.

• Full Application
  • Review Criteria
    • Potential Reduction in Building Energy Use, Cost and GHG emissions (30%)
    • Quality of the Proposed Project Plan (30%)
    • Capability and Resources of the Applicant/Project Team (40%)
  • EERE may opt for pre-selection presentations from certain applicants. The Selection Official may consider the merit review recommendation, budget evaluation, program policy factors, and the amount of funds available.

• Award Selection
Required Concept Submittals

- Project Description
- Summary of Technical Qualifications and Resources
- Business Plan
- Summary Slide
- Metrics Table
Required Full Application Submittals

- Title Page/Abstract for Public Release
- Technical Volume
- Technical Qualifications and Resources
- Statement of Project Objectives (SOPO)
- Summary Slide
- SF-424
- Budget Justification
- Subrecipient Budget Justification
- Budget and Authorization for FFRDC Contractor (if applicable)
- SF-424A Budget Form
- Letters of Commitment (Cost Share)
- Site and Historic District Confirmation
- Waiver Requests (if applicable)
Technical Volume

Project Overview

Business Plan

Metrics Table

Performance connected with objectives, tasks, schedule and budget

Target market, market orientation plan, plan for full scale deployment and energy performance goals

Verifiable, quantifiable plan for measurement and evaluation of performance
### EXAMPLE METRICS TABLE
*dates, numbers, metrics and performance criteria should be specific to the project*

<table>
<thead>
<tr>
<th>Metric</th>
<th>Date</th>
<th>Metric Title</th>
<th>Verification Process &amp; Additional Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>D0</strong></td>
<td><strong>Baseline Performance</strong></td>
<td>Technical</td>
</tr>
<tr>
<td></td>
<td>11/1/2013</td>
<td><strong>Technical</strong></td>
<td>1. Benchmark score, rating, etc.</td>
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<tr>
<td></td>
<td></td>
<td>1. Benchmarked energy</td>
<td>2. Spreadsheet with building information</td>
</tr>
<tr>
<td></td>
<td>20%</td>
<td>3. Monitors installed</td>
<td>sent to DOE</td>
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<tr>
<td></td>
<td></td>
<td><strong>Business</strong></td>
<td>Technical</td>
</tr>
<tr>
<td></td>
<td></td>
<td>1. # of audit leads: ≥50</td>
<td>1. Audit calculations &amp; cost-benefit</td>
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<tr>
<td></td>
<td></td>
<td>2. # of retrofit leads: 10</td>
<td>analysis</td>
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<td></td>
<td></td>
<td>3. Community survey</td>
<td>2. Letters of interest</td>
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<td></td>
<td></td>
<td></td>
<td>3. Survey results, jobs created,</td>
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<td></td>
<td></td>
<td></td>
<td>projects completed</td>
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<td></td>
<td></td>
<td><strong>D1</strong></td>
<td>Technical</td>
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<tr>
<td></td>
<td>02/1/2014</td>
<td><strong>Neighborhood Energy Kick-off</strong></td>
<td>1. Benchmark score, rating, etc.</td>
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<tr>
<td></td>
<td>4</td>
<td><strong>Deploy neighborhood outreach program</strong></td>
<td>2. Spreadsheet with cost analysis and</td>
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<td></td>
<td>30%</td>
<td></td>
<td>potential savings if retrofits are</td>
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<td>implemented with rebate</td>
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<td><strong>Business</strong></td>
<td>Technical</td>
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<td>1. Letters of stakeholder interest in</td>
<td>1. Letters of stakeholder interest in</td>
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<td>retrofits</td>
<td>retrofits</td>
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<td>2. Jobs created and energy savings</td>
<td>2. Jobs created and energy savings</td>
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<td>potential using financing mechanism</td>
<td>potential using financing mechanism</td>
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*Notes:*
- Metrics should be those which best reflect the performance of the proposed solution and include energy savings.
- Description: Specific, Measurable, Quantitative.
Summary Slide

Title
Institution/Company & Principle Investigator

Impact
• Targeted market sector
• How does the solution meet energy savings goals?
• Describe the plan and timeframe for deployment scale-up/commercialization

Team Strengths and Description of Solution
(Size 14 Font)
• Deployment partner experience & qualifications
• Research partner experience & qualifications
• Describe the proposal, market barriers and the plan for overcoming barriers and deploying, demonstrating or researching the solution

Month | Metrics Summary
--- | ---
|   |
|   |
|   |
|   |

Total Project Cost: $
Cost Share: $
Duration: mo

Control Number
DOE Funding: $

Additional Information
Key Points

We recommend that you-

- Triple check your entries in EERE Exchange
  - Submissions could be deemed non-compliant due to an incorrect entry
- Make sure you hit the submit button
  - Any changes made after you hit submit will unsubmit your application and you will need to hit the submit button again
- Follow formatting criteria and page lengths stated in the FOA
- Use the provided tables to help construct a compliant application
- Submit 48 hours before the due date
1. Must be eligible under the award conditions;
2. Verifiable from the recipient's records;
3. Not included as contributions for any other federally-assisted project or program;
4. Necessary and reasonable for proper and efficient accomplishment of project or program objectives; and
5. Allowable under the cost principles applicable to the type of entity incurring the cost.

See Appendix B
Award Negotiation

• The schedule for negotiations includes a rapid turn around time and frequent interactions (every other day at times).

  *Failure to meet rapid turn around times may result in termination of award negotiations.*

• Submit a list of sites for Environmental Review and documentation that they are not historic properties.

• DOE will conduct an assessment of financial and project management capabilities.

• Identify all subrecipients with DUNS, budget/contract amount, scope or work and performance goals.

• Ensure that cost-share requirements are eligible.
Financial Assistance Award Document

- Assistance Agreement Form
- Special Terms and Conditions
- Statement of Project Objectives (SOPO)
- Reporting Checklist and Instructions
- Budget Information
- National Policy Assurances
- Applicable program regulations
- Approved Application
- DOE financial assistance regulations
Logistics

Data Produced Under the Award

• Unlimited rights to the Government in technical data produced under Government financial assistance awards, including the right to distribute to the public.

• One exception to the foregoing is that invention disclosures may be protected from public disclosure for a reasonable time in order to allow for filing a patent application.

Annual Compliance Audits

• Prime Recipient

• $500,000 or more in federal funds over the fiscal year

• Annual compliance audit by an independent auditor

• Submit Questions to BetterBuildings.CEES@go.doe.gov

• Answers posted at https://EERE-Exchange.energy.gov, DE-FOA-0000829