



Opportunity Announcement for the Energy Efficiency and Conservation Block Grant Small Community Program

Opportunity Announcement #23-091

A \$1.2 million funding opportunity through the Infrastructure Investment and Jobs Act (IIJA), Section 40552, to support reduction of emissions from fossil fuel use and total energy use as well as improvements in energy efficiency in transportation, building, and other sectors.

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Schedule:

Event	Date
Opportunity Announcement Published	Friday, March 8, 2024
Opening of Opportunity Period	Friday, March 22, 2024
Closing of Opportunity Period	Tuesday, May 21, 2024, or when funds have been fully allocated, whichever is sooner
Eligibility and Completeness Review (approximate)	Rolling Basis, within 10 business days of submittal
Award Notification (approximate)	Rolling Basis, within 15 business days of submittal

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Section 1: Purpose and General Information

1.1 Introduction

The purpose of this Energy Efficiency and Conservation Block Grant (EECBG) Program Opportunity Announcement is to solicit subgrant applications and outline the procedures for the selection of subrecipients through a rolling process, following the requirements of the federal legislation and rules under which the Energy Efficiency and Conservation Block Grant is administered.

1.2 Objectives

The Energy Efficiency and Conservation Block Grant provides grants to:

- **Reduce fossil fuel emissions** in a manner that is environmentally sustainable & maximizes benefits to communities.
- **Reduce a community's total energy use.**
- **Improve energy efficiency** in transportation, buildings, and other sectors.
- **Build a clean and equitable energy economy that prioritizes disadvantaged communities** and promotes equity and inclusion in workforce opportunities and deployment activities, consistent with the [Justice40 Initiative](#).

1.3 Grant availability

The Oregon Department of Energy (ODOE or The Department) has \$1,263,446 in grant funds available for an open Energy Efficiency and Conservation Block Grant opportunity announcement.

The minimum grant for a qualifying community is \$50,000. The maximum grant amount is \$100,000.

1.4 Eligibility

An applicant must be an Oregon unit of local government which was not otherwise eligible to receive a direct EECBG formula grant from the U.S. Department of Energy (U.S. DOE). Applicants can refer to this [list](#) of communities provided a direct formula grant from U.S. DOE.

Eligible EECBG projects must utilize one or more of the "[Program Blueprint](#)" options listed below:

- 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.

Prohibited use of funds:

- Purchasing of new land;
- Construction of a new building or facility.

Other eligibility requirements for an Energy Efficiency and Conservation Block grant include:

- The project must be located in, and benefit, a community in Oregon and not be located in a unit of local government which was eligible to receive a direct EECBG formula grant from the U.S. DOE.
- The project must provide a direct benefit to a community in the form of reduced emissions from fossil fuel use, lower total energy use, and/or improved energy efficiency.
- Home Energy Score, electrification, and grid interactivity campaigns must target households at or below 80% area median income as set by the Department of Housing and Urban Development .
- Projects must demonstrate that 40 percent or more of the overall benefits of the project are estimated to serve disadvantaged communities as identified by the [Climate and Economic Justice Screening Tool](#) provided by the U.S. Council on Environmental Quality.
- The project must not exceed 20 Megawatt (MW) of nameplate capacity, if the project is for generating renewable energy.
- If the project is for electric vehicle charging, the charging station must be listed on the most recent edition of the EPRI Vetted Product List: [EPRI Home](#)
- The project must be completed within the period of performance, which will be identified in the Performance Agreement, and is anticipated to be approximately 24 months.
- If the project will include the use of an Energy Savings Performance Contractor, the contractor must be an Oregon approved contractor: [Qualified ESCOs](#)
- The applicant must meet all the application requirements detailed in Sections 1 and 2 of this opportunity announcement.

Federal Requirements:

Special terms and conditions apply to projects funded by this opportunity, relating to:

- Reporting, tracking and segregation of incurred costs, per 2 CFR 200 as amended by part 910;
- Reporting on Quality Job Creation, Equity and Justice, and Pathways to Net Zero;

- Publication of information on the Internet;
- Access to records by Inspectors General and the Government Accountability Office;
- Requiring all of the iron, steel, manufactured goods, and construction materials used in infrastructure projects are produced in the United States, per Division G, Title IX of the Infrastructure Investment and Jobs Act commonly referred to as “Build America, Buy America”;
- Ensuring laborers and mechanics employed by contractors or subcontractors on are paid wages equivalent to prevailing wages on similar projects in the area, as determined by subchapter IV of Chapter 1 of Title 40, United States Code commonly referred to as the “Davis-Bacon Act”;
- Protecting whistleblowers and requiring prompt referral of evidence of a false claim to an appropriate inspector general;
- Certification and registration in the System for Award Management (SAM); and
- Foreign national participation.

Section 2: Application Requirements & Process

2.1 Submission of Applications

Applications must be completed and submitted digitally as described in the application instructions available on the program website. While subgrants will be available while funding remains, ultimately the Department must receive applications no later than [the due date and time listed at the beginning of this opportunity announcement](#).

On the application form, the applicant must list a person as the point of contact for the application. The Department will contact this designated responsible party with technical questions. The designated point of contact will coordinate and submit responses to the Department.

Further details on application instructions will be posted to the program website. A complete EECBG grant application includes, at a minimum:

- 1) Applicant eligibility information and contact details;
- 2) Project Narrative;
- 3) Business Assurances and Disclosures; and
- 4) The following supplemental documents:
 - a) Authorized Applicant Letter: Written authorization from the applicant’s governing body allowing submission of the application.
 - b) Davis-Bacon Assurance Letter: This letter is a commitment to complying with the Davis-Bacon Act, should project activities trigger the compliance requirements.

- c) Standard Form 424A: This is the financial form used to show a budget summary and quarterly distribution over the first year when requesting federal financial assistance.
- d) Budget Narrative: This form is used to show detailed support for project costs identified in the Standard Form 424A, and to ensure all costs are allowable, allocable, and reasonable in accordance with the administrative requirements prescribed in 2 CFR 200.
- e) Copy of Indirect Rate Agreement or Rate Proposal, if applicable.
- f) Copy of Annual Single Audit, if applicable.

The department will not accept amendments to applications during the opportunity period. An applicant may withdraw an application and submit a replacement application during the opportunity period.

2.2 Questions

Questions, including requests for explanations of the meaning or interpretation of provisions of this opportunity announcement, must be submitted via email to eecbg.grants@energy.oregon.gov. Questions and answers may be edited for privacy and clarity and consolidated into an online frequently asked questions (FAQ) document for access by all applicants.

Section 3: References and Resources

3.1 References

For reference, background on the EECBG Program and its general requirements, may be found as follows:

- (1) Section 40552 of the Infrastructure Investment and Jobs Act (IIJA):
[Infrastructure Investment and Jobs Act](#)
- (2) The administrative requirements for U.S. DOE grants, including those that apply to subrecipients, are contained in U.S. Code of Federal Regulations 2 CFR 200 as amended by part 910.
[2 CFR 200](#)
- (3) The Administrative and Legal Requirements Document (ALRD) DE-FOA-0002882 available at the link below. This document contains many of the terms, conditions, and other requirements that apply to subrecipients under a performance agreement with ODOE.
[Administrative and Legal Requirements Document - Energy Efficiency and Conservation Block Grant Program](#)

3.2 Resources

- (1) The following website contains information and links to information and other sites covering all aspects of this EECBG program: [Energy Efficiency and Conservation Block Grant Program | Department of Energy](#)
- (2) Justice40 Initiative. The EECBG program is a Justice40 covered program, and as such, ODOE intends to deliver benefits to disadvantaged communities as defined by the Justice40 Initiative. Applications and their projects will be reviewed, in part, on application information that outlines how the proposed project will accomplish the objective of 40% of project benefits flowing to disadvantaged communities as identified by the Climate and Economic Justice Screening Tool (CEJST) linked below. Please use the following three links for information and guidance about the Justice40 Initiative and how it applies to this program:
 - a. [Justice40 Initiative | Department of Energy](#)
 - b. [DOE General Guidance for Justice40 Implementation](#)
 - c. [Climate & Economic Justice Screening Tool](#)

Section 4: Review Process

4.1 Overview of Review Process

The Department will conduct a review of the applications received in response to this opportunity announcement on a first come first serve, rolling basis. The Department will evaluate all applications for completeness and eligibility. The Department will conduct a pass/fail review of all eligible application components.

The only information the Department will consider in the review process is that which is submitted by the applicant through the application process. Attempts to improperly influence the review process by submitting additional information or contacting the agency review team with additional information will result in application denial. All comments and questions should be submitted via email to eecbg.grants@energy.oregon.gov.

4.2 Eligibility and Completeness Review

The Department staff will review all applications on a pass/fail basis to determine if each application is complete, meaning it includes all the minimum required elements described in section 2.1 of this opportunity announcement. This review may begin upon submission of an application. The applicant's failure to comply with the instructions or failure to submit a complete application will result in the application being found incomplete and possibly rejected. Only those applications that include all the minimum required elements will be considered for an award. If the applicant is relying on information in attachments, the information in the attachments should be readily identifiable with explicit references noted on the application form.

If the Department finds that the application is complete and includes all minimum required elements, the Department will notify the applicant that the application will be recommended

for an award. The Department may not process incomplete applications, though the Department may request additional information from an applicant if necessary to remedy minor errors. The Department will provide written notification to the applicants that submit incomplete applications, stating their application either requires minor modification or is not moving to the award process. If an application is found to be incomplete, the applicant may apply in a future opportunity announcement as funds remain.

EECBG Small Community Selection Criteria		
	Minimum Application Requirements	Pass/Fail
A	<p>Project description:</p> <ul style="list-style-type: none"> » All minimum application content is included, including applicant’s contact information, Unique Entity Identification obtained through SAM.gov. » Attestation the applicant is not barred from receiving federal funds. » All required certifications. » Applicant provided a project and budget narrative that aligns with SF-424A, or Application for Federal Assistance. » Davis-Bacon and Build America Buy America: For projects where construction is planned, applicant demonstrates awareness and commitment to implementing federal rules and regulations, including reporting requirements. Either: <ul style="list-style-type: none"> • Applicant and proposed project are already positioned to adhere to and implement federal regulations. • Applicant and proposed project will meet federal requirements with either a waiver, or additional technical assistance. 	If proposal does not meet criteria, it will not be considered
	Project Design and Implementation	Pass/Fail
B	<p>Operations plan:</p> <ul style="list-style-type: none"> » Does the project align with one, or more, of the eligible EECBG “Program Blueprints”? » Applicant details how they will implement, operate, and maintain the project, and how it will be staffed. » Applicant provides a list of significant members and experience of the team on similar projects, clear ownership, and any partners. » Applicant describes the location of the proposed project and the number of citizens served by the project. 	
C	<p>Financial plan:</p> <ul style="list-style-type: none"> » Applicant demonstrates financial ability to manage funds and outcomes. » Are proposed project costs allowable, allocable, and reasonable? 	
D	<p>Project plan and detailed schedule: project can begin and end within the period of performance. Plan includes clear lines of authority, duties, and description of project milestones.</p>	
E	<p>Project Readiness - Material Availability:</p> <ul style="list-style-type: none"> » Does the applicant already have the project materials on hand? Or » Is it possible to obtain and install materials within the two-year performance period? » N/A if project does not involve obtaining materials. 	

F	Applicant includes adequate description of community engagement activities that will be planned and conducted for this project, with examples such as coordination with tribal, city, or county governments, or letters of support from emergency personnel, government staff, and community partners.	
Project Outcomes		Pass/Fail
G	Project outcomes will provide on-going benefits to communities with reductions in carbon emissions and lower energy costs over time.	
H	<p>Community Benefits</p> <ul style="list-style-type: none"> » Justice40 Communities Served: Project will serve communities that fall within the Climate and Economic Justice Screening Tool (CEJST) » The proposed project clearly determines community benefits and the metric(s) used to measure the benefits, including non-energy benefits, and why these benefits will provide maximum value to the community and includes a realistic plan for achieving these outcomes. 	
I	<p>Workforce and Economic Development:</p> <ul style="list-style-type: none"> » Applicant demonstrates commitment to diversifying the workforce, either by leveraging minority, women, or disabled veteran owned businesses, utilizing emerging small businesses, or demonstrating commitment to diverse and inclusive hiring and promotion policies. 	

4.4 Offer of Performance Agreement

Following the eligibility and completeness review, successful applications may be offered a Performance Agreement that contains the terms associated with the subgrant and subrecipient requirements for disbursement of funds. The grant amount offered in the Performance Agreement may be less than requested. The Department will communicate to the applicant the conditions surrounding the offer of a Performance Agreement. Applicants will have 30 calendar days to respond in writing to the offer, after which the Department may revoke the offer.

The Performance Agreement will include the terms, including reporting frequency. Failure to agree to the terms of a Performance Agreement may result in the Department rejecting the grant application.

Section 5: Grant Process and Payment

5.1 Reporting

Once a Performance Agreement is executed, successful applicants will be required to submit project progress reports as specified in the Performance Agreement.

5.2 Disbursing Grant Award

Once a Performance Agreement is executed, grant funds will be provided to the subrecipient on a cost reimbursement basis, at a frequency to be determined in the subrecipient’s Performance Agreement. Grant amounts cannot exceed the cost of the project, less other incentives.

5.3 Inspection & Audit

The Department reserves the right to conduct a physical inspection of all projects and to audit all documentation relating to a project for which a grantee and the Department have entered into a Performance Agreement.

Section 6: Additional Information

6.1 Public Information, Confidentiality

The State of Oregon's Public Records Law (ORS 192.311 through 192.478) applies to filings and applications submitted to the Department. The law states every person has a right to inspect any public record of a public body, subject to certain exceptions. Applications are public records, and the Department may be required by law to disclose information in the application to the public on request. An applicant may request confidentiality of certain information in its application by marking the information confidential. Marking information does not guarantee that it will be kept confidential, however, and the Department will make any decisions regarding public disclosure of information contained in this application in accordance with Oregon Public Records Law.

Grant funding from the state of Oregon may be reported on [Oregon Transparency](#), a state agency tool available for Oregonians to learn about how state government works, taxes are used, and more. The data and information on this website are provided to users for general knowledge and information. It excludes data and information that is confidential, protected, or private under state and federal laws, and is unaudited.

The Department may publicly announce awarded grantees under this program. The public announcement may include but is not limited to: the system owner's name, partner's names, type of project and/or description, location of project, size of the project, total cost of the project, and the awarded grant amount.

6.2 Reservation of Department Rights

The Department reserves all rights regarding this opportunity announcement, including, without limitation, the right to:

1. Amend, delay, or cancel the opportunity announcement without liability if the Department finds it is in the best interest of the State of Oregon to do so;
2. Not consider any or all applications received upon finding that it is in the best interest of the State of Oregon to do so;
3. Deem incomplete any application that fails to comply with all prescribed opportunity announcement procedures and requirements; and
4. Allocate a grant amount less than the amount requested by applicant, at its discretion.

6.3 No Obligation

The Department is not obligated as a result of the submission or acceptance of an application to award a grant through a Performance Agreement to an applicant.

6.4 Period of Performance

If awarded, a grant applicant's Performance Agreement will outline the timeframe required to receive the grant award. In general, EECBG Performance Agreements are anticipated to provide 24 months from the date of the agreement for the project to be completed. Extensions to the final completion period may be granted for a reasonable time frame at the sole discretion of the U.S. DOE through the Department, but, in any event, only if good cause to extend the deadline is demonstrated.