

# ENERGY OFFICE

## ROUND 2 – SUBGRANT APPLICATION FORM

SC Energy Efficiency and Conservation Block Grant Competitive Program (SC EECBG)

**SC Office of Regulatory Staff - Energy Office (SCEO)**  
**SC Energy Efficiency and Conservation Block Grant Program**  
**1401 Main Street, Suite 900**  
**Columbia, SC 29201**  
**US DOE Federal Award ID: DE-SE0000167 – CFDA #81.128**  
**Email: [energycs@ors.sc.gov](mailto:energycs@ors.sc.gov)**

*Refer to Subgrant Application Guidance document before completing this Application. Round 2 Applications are due by **Monday, April 15, 2024**. Acceptance of an Application does not guarantee selection or receipt of an award.*

### I. APPLICANT INFORMATION:

*Print clearly or type -*

**Project Title:** \_\_\_\_\_

**Name of Organization:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_  
\_\_\_\_\_

**Employer Identification Number (EIN) or Federal Tax ID:** \_\_\_\_\_

**Unique Entity Identifier (UEI)/SAM:** \_\_\_\_\_

*Required before awards are made. [UEI/SAM # FORM](#)*

**Project Coordinator:** \_\_\_\_\_

*print or type name and title*

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

**Organization Signatory:** \_\_\_\_\_

*print or type name*

Title: \_\_\_\_\_ Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

**Financial Department Contact:** \_\_\_\_\_

*print or type name*

Title: \_\_\_\_\_ Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

**II. TYPE OF ORGANIZATION:**

*Check box for appropriate description of Eligible Applicant:*

- County       Municipality, city, town, township, parish, village       Local public authority
- School district       Special district       Council of Governments
- Other regional or intrastate governmental entity or instrumentality of a local government

**III. PROJECT DESCRIPTION:**

**A. EECBG Project Category -** If you need assistance selecting a project category below, please review the [US DOE EECBG Eligible Activities and Program Guidance](#).  
*Check one (or more, if applicable):*

Strategy Development and Implementation (US DOE Category 1)

Energy Efficiency Retrofit Grants for Government Agencies (US DOE Category 5)

Conservation of Transportation Energy (US DOE Category 7)

Building Codes and Inspection Services (US DOE Category 8)

Reduction, Capture, and Use of Landfill Gases (US DOE Category 11)

Replacement of Traffic Signals and Street Lighting (US DOE Category 12)

On-site Renewable Energy on, or in, a Government Building (US DOE Category 13)

Programs for Financing, Purchasing, and Installing Energy Efficiency, Renewable Energy, and Zero-emission Transportation (and associated infrastructure) Measures and Capital Investments, Projects, and Programs for Leveraging Public and Private Sector Funds. (US DOE Category 14)



**B. US DOE Blueprints -** To assist Applicants in developing and implementing effective projects, US DOE created [EECBG Blueprints](#) – detailed guidance documents with helpful tools and resources. If you utilize a Blueprint, please identify which, if any, by checking below:

[Blueprint #1: Energy Planning](#)

[Blueprint #2A: Energy Efficiency - Energy Audits and Building Upgrades](#)

[Blueprint #2B: Energy Savings Performance Contracts: Energy Efficiency and Electrification in Government Buildings](#)

[Blueprint #2C: Building Electrification Campaign](#)

[Blueprint #2D: Building Performance Standards & Stretch Codes](#)

[Blueprint #3A: Solar & Storage- Power Purchase Agreements and Direct Ownership](#)

[Blueprint #3B: Community Solar](#)

[Blueprint #3C: Solarize Campaign](#)

[Blueprint #3D: Renewable Resource Planning for Rural and Tribal Communities](#)

[Blueprint #4A: Electric Vehicles and Fleet Electrification](#)

[Blueprint #4B: EV Charging Infrastructure for the Community](#)

[Blueprint #5: Unlocking Sustainable Financing Solutions for Energy Projects and Programs with Revolving Loan Funds](#)

[Blueprint #6: Workforce Development](#)

No Blueprint was used during the project development.

**C. Project Overview:** Provide a detailed description of the proposed project. Include location(s), facility type, and plans to increase the energy efficiency, or use of renewable energy or clean transportation for each project location(s). Please consider the general criteria listed in the *Review, Selection, and Award Offer Section* on **page 3** of the *Round 2 - SC EECBG Application Guidance* when preparing a project overview description. (Attach additional sheets, if necessary.)

**C1. Innovation:** Describe how the proposed project supports innovative energy technologies in South Carolina.

**C2. Resilience:** Explain how the proposed project supports the resilience of the community to anticipate, absorb, recover, and thrive when presented with environmental change and natural hazards. Additional information may be found on the SCEO [webpage](#).

**C3. Project Promotion:** Explain how the proposed project raises awareness of clean energy efforts and furthers the SCEO mission to promote energy efficiency, renewable energy, and clean transportation in South Carolina (e.g., press releases, social media posts, educational placards, etc.)

**D. Project Metrics Summary:**

Estimate the total benefits from the implementation of the proposed project(s) and provide detail to support those calculations for the applicable metrics in the table below. For clarification, metric descriptions are provided below the following table.

Additionally, please refer to the [Supplemental Information Worksheet](#) for project-specific details to submit. This information is necessary for the SCEO to properly evaluate the proposed project(s).

SC EECBG Funds Requested	\$
Total Project(s) Costs	\$
Total Projected Annual Energy Savings (if applicable) <i>[Note: 1 kWh = 3,412 Btu, 1 Therm = 100,000 Btu, 1 Gal. of Gasoline = 114,000 Btu]</i>	Btu
Total Projected Annual Cost Savings (if applicable)	\$
Projected Simple Payback Period (if applicable)	years
Expected Useful Life	years

Environmental Benefits:

- **Funds Requested:** The amount of SC EECBG funds requested between \$50,000 and \$75,000 per eligible application.
- **Total Project(s) Costs:** The total estimated cost to implement the proposed project(s), including SC EECBG Funds Requested and any additional funds put toward the project(s).



- **Total Projected Annual Energy Savings:** The sum of annual energy savings for all energy measures included in the proposed project(s). Energy savings, if applicable, should be expressed in British thermal units (Btu).
- **Total Projected Annual Cost Savings:** The sum of annual energy cost savings for all energy measures included in the project(s).
- **Projected Simple Payback Period:** The projected time to recoup the funds to be expended for the project(s). The simple payback period is calculated by dividing the total project(s) costs by the total projected annual cost savings.
- **Expected Useful Life:** The average amount of time in years that an item, component, or system is estimated to function when installed new and routine maintenance is performed.
- **Environmental Benefits:** The expected environmental benefits from the project(s). Benefits such as avoided greenhouse gas emissions in units of carbon dioxide equivalent (CO<sub>2</sub>e) may be determined using calculators such as [EPA's Greenhouse Gas Equivalencies Calculator](#). Other environmental benefits could include improved water quality, noise reduction, etc.

**E. Project(s) Site Information**

Please provide the following information regarding the proposed project(s) site(s), if applicable. If not applicable, check the box for "Not Applicable." If a proposed project involves installation of Electric Vehicle Supply Equipment (EVSE), please provide the physical address of each proposed location(s) where the EVSE will be installed.

Project(s) Physical Address	Annual Hours of Operation	Square Footage	Age of Building (years)

Not applicable



### IV. TOTAL PROPOSED PROJECT BUDGET

<u>Project Costs</u>	<u>EECBG Funds (\$)</u>	<u>Other Funds (\$)</u>	<u>Total Project Funds</u>
a. Personnel - Wages/Salaries			
b. Personnel - Fringe Benefits			
c. Supplies/materials			
d. Equipment			
e. Contractual			
f. Other			
Total Budget			

**Budget description:** Provide details regarding what will be purchased using SC EECBG Funds, such as specific supplies and materials, type(s) of equipment, contractual duties, and operation and maintenance costs (including electric vehicle charging equipment), and any other details regarding SC EECBG Funds.

**Budget-related instructions:** Include the following in a proposed project(s) budget:

Total Project Costs: Costs for design, management, and implementation of proposed project(s). Allowance of costs is subject to the applicable federal cost principles for the Subrecipient, 2 CFR Part 225 or 230, as applicable.

- a. Personnel Costs: Wage/salary and fringe benefit (such as healthcare) costs for Subrecipient’s employees. Contractor personnel costs are included under the Contractual category.
- b. Supplies/materials: Expendable items necessary to the work of the sponsored project(s).
- c. Equipment: Non-expendable equipment is defined as equipment with an acquisition cost in excess of \$5,000.00 and a life-expectancy greater than one year.



- d. Contractual: For existing contracts, list contractor name, service(s) to be provided, costs, and procurement method. For proposed contracts, list service(s) to be provided, estimated costs, and planned procurement method.
- e. Other costs: List other costs necessary for proposed project(s) that are not included in above categories.

**Total Project Costs:** The estimated total costs to implement the proposed project(s). The Total Project Costs include estimated costs covered by SC EECBG funds and all other funding sources.

\*Note: While Applicants may include administrative costs in their budgets, projects that plan to allocate all or most of the Funds Requested towards project implementation are considered more competitive.

The following are ineligible expenses and Funds Requested may not be used to pay for:

- a. Travel;
- b. Indirect costs such as ongoing overhead or operating costs; or
- c. Political activities or lobbying.

**V. PROJECT TIMELINE** – Provide a detailed project timeline. Include start date, milestones, and completion date (no later than 2 years after the Effective Date of an award or May 15, 2026, whichever is earlier). Award Agreements are to be finalized in early summer 2024.

Date	Activity Description

**VI. APPLICANT’S OBLIGATION(S)**

*By submitting an Application, the Applicant understands all applicable funding obligations and agrees to comply with the US DOE Special EECBG Terms and Conditions (PDF).*





- A. Applicant's Responsibility:** The Applicant shall be fully acquainted with conditions relating to the scope and restrictions applicable to an award. The failure or omission of Applicant to be acquainted with existing conditions shall in no way relieve Applicant of any obligation with respect to the award. Subrecipients must comply with all applicable federal, state, and local laws and regulations.
- B.** The Applicant assumes sole responsibility for the completion of the scope of work within 2 years of award issuance. The SCEO will consider the above-listed Project Coordinator to be the sole point of contact regarding all award matters.
- C.** The SCEO does not endorse any vendors. The Applicant is responsible for all project coordination and management of any vendors or other third parties that may be involved with the project(s).
- D.** Schools are responsible for complying with all construction, renovation and retrofit requirements of the Office of School Facilities (OSF), SC Department of Education. The SCEO assumes no responsibility for obtaining or verifying OSF compliance.
- E.** As noted in the US DOE EECBG Special Terms and Conditions, all projects must comply with the National Environmental Policy Act (NEPA) and Section 106 of the National Historic Preservation Act (NHPA) prior to authorization of the use of Federal funds. Additionally, projects are subject to Build America, Buy America (BABA) requirements and compliance with the Davis-Bacon Act (DBA).
- F. Funding Source:** Funding for the SC EECBG Program is provided entirely from the Federal Energy Efficiency and Conservation Block Grant Program and, consequently, all federal regulations and reporting requirements apply. Additionally, the SC Office of the State Auditor requires grant funds to retain their character as federal expenditures and disbursements by the SCEO are to be reported on the Schedule of Expenditures of Federal Awards.
1. **Federal Award Identifier:** DE-SE0000167
  2. **CFDA Number:** 81.128
- G. Monitoring Visit:** The SCEO will conduct an on-site project monitoring/inspection visit prior to making the final grant disbursement. Documents must be retained for three (3) years per Federal requirements.
- H. Federal Audits:** Annual financial statements are required to be audited by a Certified Public Accountant (CPA) in accordance with the applicable OMB Circular and/or AICPA Standards. These funds are required to be listed on the Schedule of Federal Expenditures under CFDA #81.128. Within nine (9) months of the close of your fiscal year Subrecipients will forward to the SCEO financial statements that reflect the receipt of EECBG federal funds.

## VII. APPLICANT’S SIGNATORY OFFICIAL

I certify that by signing below, I have the legal authority to bind my organization and request this subgrant; and that, if approved, (a) these funds will be used for the authorized scope of work; (b) as the Subrecipient, I fully understand the responsibilities of accepting the federal funds identified herein; and, (c) that my organization owns the property involved in the energy retrofit project(s) or the Subrecipient is a State Agency designated as the controlling agency of the property titled to the State of South Carolina.

Name: \_\_\_\_\_ (typed/printed)

Title: \_\_\_\_\_

Signature: \_\_\_\_\_ (blue ink)

Date: \_\_\_\_\_

Electronic submissions may be emailed to: [energycs@ors.sc.gov](mailto:energycs@ors.sc.gov)

**Application due on Monday, April 15, 2024, by 11:59 PM ET.**