

# FY24 Annual Progress Report

To be submitted to The State Energy Office within the S.C. Office of Regulatory Staff ("State Energy Office")

State Government Energy Conservation Act, Code of Laws of South Carolina

**Organization Name:**

**Person(s) Filing Report**

Name:

Phone Number:

Email:

Please complete this report and return it to Michael Garner at the State Energy Office ([mgarner@ors.sc.gov](mailto:mgarner@ors.sc.gov)) no later than September 27, 2024. Completion of Section II requires the submission of energy consumption data, as described below. You may use the attached reporting tool or the format you normally use to track your energy use.

This report will allow the State Energy Office to continue to measure the state's progress in reducing energy consumption by its public entities. In addition, the energy consumption data you provide will be made available to assist in statewide energy planning efforts. Please ensure that your submission is as complete and accurate as possible. If you need additional space, please attach pages or documents as necessary. If you have questions, please contact Michael Garner at 803-737-2090 or [mgarner@ors.sc.gov](mailto:mgarner@ors.sc.gov).

## Section I: Energy Conservation Measures

*§48-52-820 requires entities to report activities undertaken to implement their Energy Conservation Plan. For this section, please list each energy conservation measure that you implemented in FY24. For each measure, please include the following:*

1. A description of the energy conservation measure implemented including an estimate of square footage affected.
2. The estimated and/or observed annual energy savings (if available) and estimation method (if applicable.).

If you implemented no energy conservation measures in FY24, simply write "None."

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## Section II: Energy Consumption Data

To verify progress made toward state energy conservation goals and to assist in statewide energy planning efforts, please provide your complete energy consumption data for FY24 (including all sources of energy used in your buildings) in a format described below:

- If you use energy accounting software, please submit a file containing data showing energy consumption, energy cost, and gross square footage in FY24:
  - As totals for your organization
  - If available, for each meter and/or each building in your organization
- If you do not currently use any energy accounting software:
  - **Use Portfolio Manager**: You may want to consider using Portfolio Manager, the free, web-based energy accounting system provided by ENERGY STAR. If you would like more assistance with entering your data into Portfolio Manager, please email [mgarner@ors.sc.gov](mailto:mgarner@ors.sc.gov).
  - **Use the SCEO Consumption Reporting Tool**: You may choose to complete and submit the file entitled SCEO Consumption Reporting Tool, which can be downloaded from the Energy Office website.
  - Otherwise please submit data using Excel.

## Section III: Purchase of Energy Conservation Products

§48-52-640 mandates that all state agencies “shall submit a disclaimer statement to the State Energy Office with [their] annual report stating that [they] did not purchase an energy conservation product that had not been certified by the State Energy Office.”

The State Energy Office has posted a [list of pre-certified and/or approved energy conservation products/measures](#) on the State Energy Office website. For any products/measures not listed here, agencies should contact Rick Campana at 803-737-5229 or [rcampana@ors.sc.gov](mailto:rcampana@ors.sc.gov).

### Statement

*I hereby certify that my organization did not purchase any energy conservation products that have not been certified and/or approved by the Energy Office.*

### Initials

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## Section IV: Additional Questions

Your answers to these questions help the State Energy Office tailor outreach and activities to address the needs of your organizations. Thank you for your feedback!

- Are you interested in a free walk-through energy assessment performed by a member of the Energy Office's Technical Assistance team?

Y or N

- If you would like to subscribe to the South Carolina Energy Office newsletter The Energy Connection, please write the preferred e-mail:

Email:

- If any of your facilities have solar panels used to generate energy for the facility or to put back on the grid, please provide the name of the facility, kW (AC) capacity, and the interconnected utility.
  - Name of the facility:
  - Capacity (kWAC):
  - Interconnected utility:

## Section V: Energy Plan Update & Success Stories

### Energy Plan Updates

- A. You submitted an Energy Conservation Plan, required by law, to the State Energy Office in 2009; if you have significantly revised your Plan, please send a copy for our files to [mgarner@ors.sc.gov](mailto:mgarner@ors.sc.gov).
- B. If you have not made significant revisions to your Plan, but have only refined it, please provide a brief write-up addressing any changes that may have occurred since submission of your Plan in 2009. Please include energy team training and education. In addition, please let us know about any successes deserving mention, or barriers to improvement that you have faced. We want to publicize your successes and assist with obstacles where we can.