**2022 Federal Energy and Water Management Awards**

Project Award CATEGORY Narrative Template

Please refer to Section 3 of the [Criteria and Guidelines for the 2022 Federal Energy and Water Management Awards](https://www.energy.gov/eere/femp/articles/criteria-and-guidelines-federal-energy-and-water-management-awards) for more complete, detailed guidance and criteria on the information to include in each section below that must be addressed in the narrative. The narrative may be up to five single-spaced pages in length using a minimum of 11-point font.

1. **Details:** Describe the nominated project(s), including the steps taken and methods used meet or exceed established goals of key federal and agency-specific energy and water mandates and regulations for all applicable efforts completed in FY 2021. Also clearly identify at least one best practice.
2. **Savings/Results**: Include all requested quantifiable data showing applicable savings achieved by the project(s) completed in FY 2021 and/or discuss other energy and water management goal-related results achieved through the project such as improved energy resilience, security, and system reliability.
3. **Other Benefits**: Discuss any additional benefits of the project not already covered in the Savings/Results, section including environmental benefits such as greenhouse gas reductions, water quality improvement, or reduced impacts of materials and economic benefits such as job creation.
4. **Institutionalization**: Show how the effort has or will be institutionalized at the agency/organization, describing how energy or resource savings are built into the way work is conducted (e.g. have become standards of practice) and thus sustained over time.
5. **Transferability**: Discuss how the effort can be replicated easily and/or in a cost effective manner, and if the effort of this type has already been duplicated or adopted elsewhere, e.g. to other government agencies or the private sector.
6. **Innovative New Technologies/Unique Operations and Processes**: Discuss how the effort incorporated innovative or improved strategies and tools to meet energy management goals, which may include the use of new and underutilized technologies and/or practices and/or innovations in operations and processes.