



U.S. DEPARTMENT OF
ENERGY

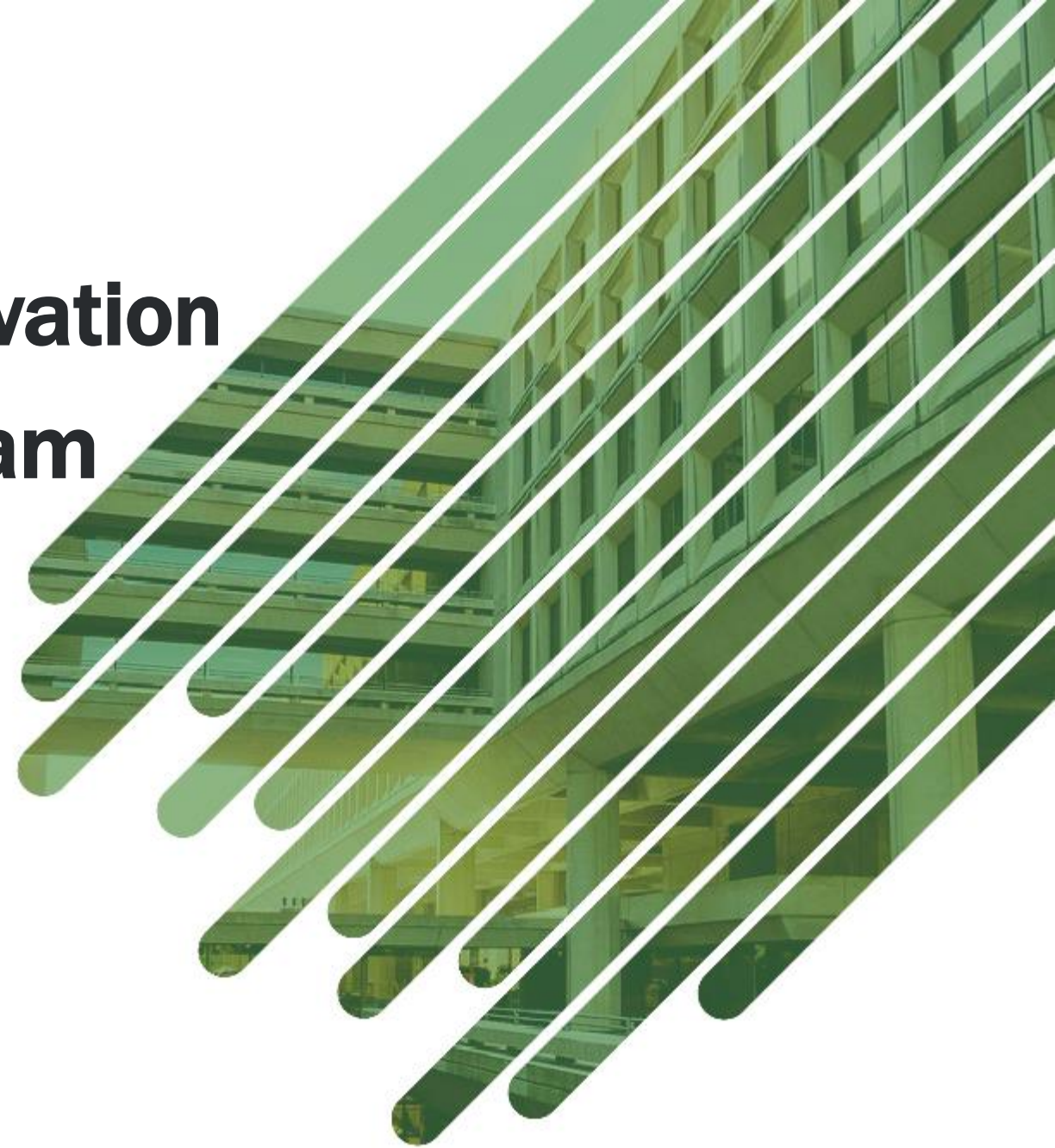
Energy Efficiency & Conservation Block Grant (EECBG) Program

Formula Grant Application Instructions Webinar

March 23, 2023

SCEP

STATE & COMMUNITY ENERGY PROGRAMS



Agenda

- **Part 1:** What is the EECBG Program?
- **Part 2:** What do I need to know before applying?
- **Part 3:** How do I apply for an EECBG Program formula grant?
- **Part 4:** What other support will DOE offer?
- **Part 5:** Q&A

Agenda

- **Part 1:** What is the EECBG Program?
- **Part 2:** What do I need to know before applying?
- **Part 3:** How do I apply for an EECBG Program formula grant?
- **Part 4:** What other support will DOE offer?
- **Part 5:** Q&A

Biden-Harris Administration Priorities

- The Administration knows there is **no greater challenge** facing our nation and our planet than climate change.
- We can turn the threat of climate change into an **opportunity** to:
 - Revitalize the U.S. energy and manufacturing sectors.
 - Create millions of high-quality, good paying jobs throughout the country.
 - Address historic environmental injustices and inequities.
- DOE is working to advance these goals and help the U.S. build a **100% clean energy economy** and reach **net-zero emissions** no later than 2050.



The Justice40 Initiative: Executive Order 14008



E.O. 14008, Section 223, January 27, 2021

“...the Director of the Office of Management and Budget, and the National Climate Advisor, in consultation with the Advisory Council, shall jointly publish recommendations on how certain Federal investments might be made **toward a goal that 40 percent of the overall benefits flow to disadvantaged communities.**”

v

Over 140 DOE programs are covered under the Justice40 Initiative, **including EECBG Program**

Justice40: DOE Priorities | Screening Tool

1

Transform local infrastructure & economies

- Increasing domestic manufacturing and protecting energy supply chains
- Driving quality job creation, including the opportunity for good paying union jobs

2

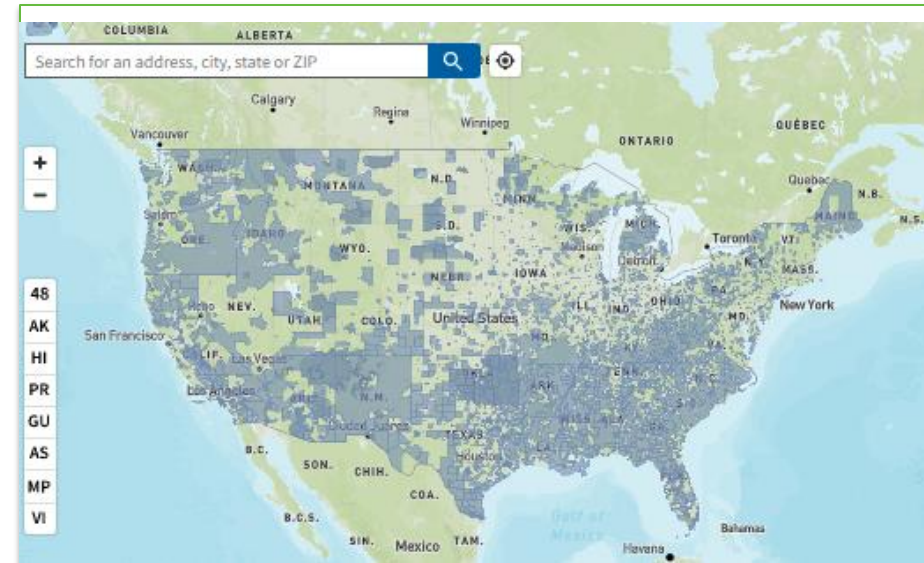
Lift up historically disadvantaged communities

- Establishing the goal that 40% of benefits flow to underserved, underrepresented, and frontline communities (“disadvantaged communities or ‘DACs’”)
- Advancing justice and equality

3

Mitigate and build resilience to the climate crisis

- Growing private sector uptake of clean energy technologies through DOE-led demonstration and deployment programs
- Modernizing and upgrading American energy infrastructure



Use the [Climate and Economic Justice Screening Tool](#) (CEJEST) to identify DACs in your region.

For more information, visit the DOE Justice40 Website at: <https://www.energy.gov/diversity/justice40-initiative>

EECBG Program Overview

Program Purpose: support state, local, and tribal governments to

- Reduce fossil fuel emissions in a manner that is environmentally sustainable and maximizes benefits to communities
- Reduce their total energy use
- Improve energy efficiency in the transportation, building, and other sectors

Total IIJA Appropriation: \$550 Million for states, local governments, & tribes



EECBG Program Eligibility & Funding Distribution

Total IJA Appropriation: \$550M

Formula Grants:

\$431.2M

2,708 eligible entities

68%
of grant funds

1,878 Local Govts.
\$299.2M

28%
of grant funds

50 States, 5 Territories & Wash, DC
\$123.2M
States must pass through at least 60% to
ineligible local governments

2%
of grant funds

774 Indian Tribes
\$8.8M

Competitive Grants:

\$8.8M

Formula ineligible entities

**Local Governments, Tribes &
Consortia NOT eligible for
formula grants**

*Distribution does not reflect \$110M set aside for DOE to deliver an effective and efficient program and to provide technical assistance to eligible entities before distributing remaining funds to eligible entities.

Agenda

- **Part 1:** What is the EECBG Program?
- **Part 2:** What do I need to know before applying?
- **Part 3:** How do I apply for an EECBG Program formula grant?
- **Part 4:** What other support will DOE offer?
- **Part 5:** Q&A

What do I need to know before applying?

1. Confirm that your state, local government or tribe is **eligible** to receive an EECBG Program formula award
2. Review the EECBG Program Funding Announcement, including the **Administrative and Legal Requirements Document (ALRD) and Application Instructions**
3. Be aware of application **deadlines**
4. Review your community **goals and energy efficiency strategies** (including current goals) and determine whether you will use existing plans, or update them using EECBG Program funding.
5. Determine the **type of activity (or activities)** that you will pursue, including:
 - Determine if you will select a voucher or a grant (local governments and Indian tribes only)
 - Ensure that each proposed activity aligns with EECBG Program eligible activities, and limitations on use of EECBG Program funds
 - Determine if there is an applicable **Blueprint** for each proposed activity
6. Review **NEPA Statements of Work**, including options for expedited project reviews.

EECBG Program: Who is eligible?

Formula

Local Governments:

Alternative 1

- Cities > p.35,000 OR in top 10 most populated cities of state
- Counties > p.200,000 people or in top 10 most populated in state

Alternative 2

- Cities > 50,000 or counties >200,000 people

View list of eligible local governments [here](#)

States & Territories:

- 50 States, Washington, DC, Puerto Rico, American Samoa, Guam, U.S Virgin Islands, and Northern Mariana Islands

View list of eligible states and territories [here](#)

Tribes:

- Indian Tribes, per section 4 of the Indian Self-Determination and Education Assistance Act

View list of eligible tribes [here](#)

The EECBG Program formula allocations are established by DOE, in accordance with Section 543(e) of Title V, Subtitle E of the Energy Independence and Security Act (EISA) of 2007. For additional information, see [Federal Register Notice 87 FR 38732](#), June 29, 2022

Competitive

Local Governments:

- Cities < 35,000 people and NOT in the top 10 most populated cities in the state
- Counties with populations < 200,000 and NOT in the top 10 most populated counties in the state

States & Territories: None

Tribes:

- Indian tribes NOT recognized by the Federal government, e.g. State-recognized tribes

+Teams of the above entities

EECBG Program Application Process and Timelines

Application Period	Application Submittal Timeframe	Application Types Accepted
Pre-Application Period	April 28, 2023	<u>Pre-Award Information Sheet</u> due (all applicants)
1	Jan. 18, 2023 – Apr. 28, 2023	State, local, & tribal applications in one or more priority categories*
2	Jun. 1, 2023 – July 31, 2023	
3	Sept. 1, 2023 – Oct. 31, 2023	Local and Tribal Applications <i>only</i>
4	Dec. 1, 2023 – Jan. 31, 2024	

* Priority Categories for Applications:

1. States
2. Entities following DOE blueprints
3. Teams
4. Entities with activities benefiting disadvantaged communities
5. Entities with activities limited to strategy development, technical consultant services, analysis & stakeholder engagement

Average Application Processing Timelines:**

- Vouchers: 30-60 days
- Grants following blueprints: Up to 60 days
- Grants not following blueprints: Minimum 90 days

** Application processing timeframes may vary based on several factors, including applicant responsiveness, award scope and complexity, application volumes, and additional review requirements, such as NEPA.

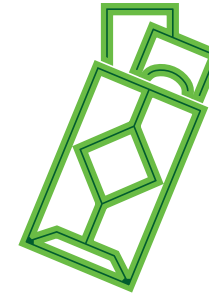
Local and tribal governments can choose between grants and vouchers



OPTION #1: Formula Grant

Eligible local governments and tribes can apply for and directly receive an **EECBG formula grant**.

Entities may choose from any of the 14 EECBG eligible activity areas and are responsible for administering their award, including financial management, compliance and reporting to DOE.



OPTION #2: Vouchers

In lieu of a formula grant, eligible local and tribal governments can opt-in to receive EECBG formula award funds through a voucher, which covers:

1. A suite of technical assistance services AND/OR
2. Equipment rebates

States are not eligible to apply for vouchers

Stay tuned for more information on vouchers!

- The remainder of this webinar will cover the application process for direct formula grant applications only.
- Local and tribal governments that choose vouchers will submit a separate application using a streamlined process with reduced documentation compared to a direct formula grant.
- Vouchers may be particularly beneficial for local and tribal governments that:
 - Have limited staffing capacity and resources to manage a grant
 - Do not have extensive experience managing federal grants
 - Are receiving an award less than \$250,000
- Voucher applicants must submit a Pre-Award Information Sheet by April 28. A formal voucher application will be released soon.

Join us on April 13 for a webinar on vouchers!

Eligible Uses Span Across A Diverse Range of Projects

- ✓ Project areas range from strategy development to clean energy deployment
- ✓ Funds can be used community-wide; not just government buildings and facilities
- ✓ Don't have to do capital *projects*, can do *programs*

1. Strategy Development*
2. Technical Consultant Services*
3. Building Energy Audits
4. Financial Incentive Programs
5. Energy Efficiency Retrofits
6. Energy Efficiency and Conservation Programs for Buildings and Facilities
7. Development and Implementation of Transportation Programs
8. Building Codes and Inspections
9. Energy Distribution Tech. for Energy Efficiency
10. Material Conservation Programs
11. Reduction and Capture of Methane and Greenhouse Gases
12. Traffic Signals and Street Lighting
13. Renewable Energy Technologies on Government Buildings
14. Programs for Financing, Purchasing, and Installing Energy Efficiency, Renewable Energy, and Zero-Emission Transportation (and associated infrastructure) Measures



New activity
added by IIJA

*Categories 1 and 2 only available to local governments and tribes

Ineligible Uses for All Applicants

- Any costs identified as specifically unallowable in 2 CFR Part 200, Sub-Part E – Cost Principles
- Any activities initiated **prior to receiving DOE approval** (e.g., budget approval, eligible activity, NEPA reviews)
- Proposed activities that appear **to primarily serve a purpose other than those intended under the program** will require clarification from the applicant and are likely ineligible. For example, replacing water-damaged carpeting with recycled-content carpeting is ineligible.
- The **purchase of land** is not eligible
- **New construction of a building or facility** is not eligible
- **Urban forestry/green landscaping/tree-planting** activities that do not use siting or other techniques to directly reduce the energy consumption of buildings are ineligible.
- EECBG is a deployment-focused program. Activities **supporting the commercialization of new technologies or using pre-commercialization equipment or systems** are not eligible.

Limitations on Use of Funds (EECBG Program Statute)

Local and tribal governments

- May use up to **20 percent or \$250,000**, whichever is greater, of EECBG Program formula grant funds for the establishment of **revolving loan funds**.
- May use up to **20 percent or \$250,000**, whichever is greater, of EECBG Program formula grant funds for the provision of sub-grants to **nongovernmental organizations** for the purpose of assistance with overseeing, establishing and monitoring the EECBG Program activities of the applicant.
- Must limit **administrative expenses** to **10% or \$75,000 of their funds** (excluding the cost of the reporting requirements)

States and territories:

- **At least 60%** of the amount provided to the State must be subgranted to entities ineligible for formula awards **in their state, within 180 days from the award start date***
- No more than **10% of funds may be used for administrative expenses** (excluding the cost of the reporting requirements)

The District of Columbia, American Samoa, the Commonwealth of the Northern Mariana Islands, Guam, Hawaii, and the U.S. Virgin Islands **are exempt from the 60% sub-granting requirement*

Blueprints: High Impact Projects with Streamlined Review Steps

- DOE will publish Blueprints to provide step-by-step roadmaps for EECBG projects and programs
- Blueprints will:
 1. Guide grantees toward high-impact and effective projects and programs that are pre-determined as eligible uses
 2. Focus DOE's technical assistance and support in key areas
 3. Support grantees as they leverage other IIJA and Inflation Reduction Act (IRA) investments
 4. Streamline the application review and approval process for eligible entities with a signed NEPA statement of work
- Blueprints will be available on the EECBG Program website in two batches: the first by 3/31 (marked with an asterisk) and the rest by 4/30

Blueprint Topics

1. Energy Planning*
2. Energy Efficiency
 - Building Assessments and Upgrades,* Energy Savings Performance Contracts, Efficiency & Electrification Campaigns
3. Building Performance Standards for Existing Buildings and Stretch Codes for New Construction
4. Renewables
 - Solar (and battery storage) Power Purchase Agreements, Community Solar*, Solarize Campaigns, Solar and wind planning for rural and tribal communities
5. Transportation
 - Electric Vehicles for Fleets*, EV Charging Infrastructure for the Community
6. Unlocking Sustainable Financing Solutions for Energy Projects and Programs
7. Workforce Development

Agenda

- **Part 1:** What is the EECBG Program?
- **Part 2:** What do I need to know before applying?
- **Part 3:** How do I apply for an EECBG Program formula grant?
- **Part 4:** What other support will DOE offer?
- **Part 5:** Q&A



U.S. DEPARTMENT OF
ENERGY

Required Pre-Application Steps

There are 4 pre-steps required *before* submitting a direct grant application

	Pre-Application Step	Notes
1	Register in the System for Award Management (SAM)	Allows eligible entities to obtain a Unique Entity ID (UEI #), which is required for later steps in the application process. Register at: https://www.sam.gov/
2	Register in FedConnect	Allows eligible entities to receive and acknowledge their award. Register at: https://www.fedconnect.net/
3	Complete Pre-Award Information Sheet	Due by April 28, 2023. The Pre-Award Information Sheet is available here .
4	Receive an account in Performance Accountability for Grants in Energy (PAGE) System	Eligible entities will be invited to create a PAGE account via email after completing the steps above.

Eligible entities should complete these steps in order.

Pre-Award Information Sheet Requirements Deep Dive

- **Contact and location information:** including
 - Unique Entity ID (UEI), obtained through System for Award Management (SAM) registration. For **GRANTS ONLY**.
 - Information for Business Officer and Principal Investigator (contact names, emails, and phone #s required)
 - **Principal Investigator:** person who will be the main point of contact for the EECBG Program Formula grant (such as program or project manager)
 - **Business Officer:** person who will be responsible for administering the budget and financial aspects of the grant (such as accounting or finance staff)
- **Funding mechanism:** a non-binding decision to select a direct grant or voucher
- **Business assurances:** disclosures of potential improprieties and conflicts of interest
- **Performance and financial information:** including information about any prior federal awards & audits
- **Accounting system information:** to ensure adequate systems for estimating, accounting & billing for funds received
- **Signature of Authorized Official:** Person who is typically in charge of receiving and disbursing money, such as the CFO or Agency Director

Note: Pre-Award Information Sheets are due to EECBG@hq.doe.gov by April 28, 2023



U.S. DEPARTMENT OF
ENERGY

Direct Grant Application Elements

Steps for Direct Grant Application Submission and Review

- 1. Submit pre-award information sheet to EECBG Program mailbox (eecbg@hq.doe.gov)**
 - Applicant will receive an email from PAGE inviting them to apply
- 2. Complete online application in PAGE**
 - Include required documents (see checklist), including
 - Energy Efficiency and Conservation Strategy (optional template provided),
 - Proposed EECBG Program activities, including budget, description and planned metrics
 - NEPA Statement of Work (optional)
 - Authorizations and assurances
- 3. Initial screening- submit missing or incomplete application materials**
- 4. Award review and negotiations**
 - Budget
 - Proposed activities
 - Required additional documentation- e.g. NEPA SOWs or NEPA EQ-1 (if required)
 - Financial Risk assessment
- 5. DOE prepares award documents**
- 6. Receive Assistance Agreement**
 - Award Special Terms & Conditions
 - Federal Assistance Reporting Checklist
 - Payment method (ASAP advance or approval required, including invoice documentation)
 - Award conditions (e.g., additional NEPA review, subrecipients approvals, activities not identified in application)

Elements of the Direct Grant Application

1. Standard Application and Budget Forms

- ✓ Standard Form 424 (Application)
- ✓ Standard Form 424A (Budget)
- ✓ Budget Justification

2. Energy Efficiency and Conservation Strategy (EECS)

3. EECBG Program Activities File

4. Other Forms

- ✓ Indirect Rate Agreement or Rate Proposal
- ✓ Certifications Regarding Lobbying
- ✓ NEPA statements of work

For more information, see
the ALRD Application
Instructions, Appendix I,
**Application Materials
Checklist**
[Source: EECBG Program
Application Hub](#)

*Reminder: slides that follow describe the application process for EECBG Program direct formula grants only.
Additional guidance on the voucher application will be shared in the 4/13 webinar.*

Element #1: Standard Form 424 (Application)

This online form provides basic information about your entity, including contact information

- To complete this form in PAGE, you will need:
 - Information about the eligibility entity
 - Contact information for a primary point of contact
 - Your Unique Entity ID number (UEI#), provided through the System for Award Management (SAM) system
 - Estimated funding amount
 - A descriptive title of your project
- Add an attachment with the name and contact information for the Principal Investigator and Business Officer.
- When completing SF-424, please note:
 - Applicants should select “New” in section 2.
 - A list of certifications referenced in Field 21 can be found [here](#). Verify compliance with Intergovernmental Review ([SPOC List](#)).
 - Information on the Congressional Districts and project/performance site locations is required
- Instructions for completing SF-424 can be found in Section 6.3.A. of the [Application Instructions](#) and in the [Help Section](#) of the PAGE site
- The form is completed and submitted online through PAGE

The screenshot displays the 'Weatherization & Intergovernmental Programs' section of the 'Performance and Accountability for Grants in Energy (PAGE)' system. The header includes the U.S. Department of Energy logo and the text 'Energy Efficiency & Renewable Energy'. A navigation bar at the top lists links: Home, Contact Us, My Profile, Help, Training Videos, Reference Library, FAQs, Submit Success Story, WAP Communications Portal, and Logout. A left sidebar menu contains various options: Home, Create New Application, Search, EECBG ARRA, EECBG BIL, Application Documents, Checklist, SF-424 (highlighted), Budget, Activity File, Strategy, Verify and Submit, Performance Reporting, Financial Reporting, Reports, Data Exports to Excel, Grant Administration, SEP, SEP EE RLF, SEP Special Projects, WAP, WAP Enhancement And Innovation, WAP Training Center, Weatherization Innovative Pilot, Miscellaneous Grants, Grant Monitoring, and Help Desk. The main content area is titled 'Application for Federal Assistance (SF-424)' and shows a 'Grant Search' bar with 'Grant #:' and 'Grantee:' fields, and a 'Status: Active' indicator. Below this, it indicates 'Federal Assistance (SF-424) File: Program Year 2023 (Revision 0): In-process'. The form is divided into sections: 1. Type of Submission (with checkboxes for Preapplication, Application, and Changed/Corrected Application), 2. Type of Application (with checkboxes for New, Continuation, and Revision), and a field for 'If Revision select appropriate letter:'. Section 3 is 'Date Received' and Section 4 is 'Applicant Identifier'. Section 5a is 'Fed Entity Identifier' and Section 5b is 'Federal Award Identifier: DE-SE0000007'. Section 6 is 'Date Received by State' and Section 7 is 'State Application Identifier'. Section 8, 'APPLICANT INFORMATION', includes: a. Legal Name, b. Employer Tax Identification Number, c. UEI, and d. Address (with fields for Street 1, Street 2, City, State, County, and Province).

Element #1: Standard Form 424A (Budget)

- Standard Form 424A (SF-424A) consists of:
 - Budget Summary
 - Budget Categories
- Applicants must also provide a Budget Justification for each cost category (i.e. personnel, fringe benefits, travel, equipment, supplies, contracts, etc.)
- Instructions for completing SF-424A can be found in Section 6.3.B. of the [Application Instructions](#) and in the PAGE Help Section
- A separate SF-424A and detailed Budget Justification must be provided for all **sub-grants of \$250,000 or greater.**
- This form is completed and submitted through the PAGE application site

The screenshot displays the 'Standard Form 424A (Budget)' interface. At the top, there is a 'Grant Search' field and a header section with 'Grant #', 'Grantee', and 'Status: Active'. Below this is the 'Budget' section, which includes a dropdown menu for 'Budget: Program Year 2023 (Revision 1); In-process'. The 'Program' is 'Energy Efficiency and Conservation Block Grant Program - Bipartisan Infrastructure Law 2021', 'CFDA' is a redacted field, 'State' is a redacted field, 'Year' is '2023', and 'Revision' is '1'. A yellow warning box states: 'You are about to edit this document without using the copy option to copy from the previous revision. To use the copy option click on the "Copy from Previous" button.' Below this is 'Section A - Budget Summary' table.

Grant Program	Federal	Estimated Unobligated Funds	New/Revised Budgets	Total	Action
Federal	<input checked="" type="checkbox"/>	\$0.00	\$0.00	\$0.00	
Total		\$0.00	\$0.00	\$0.00	

Below the table is an 'Add New Funding Source' button. A text box provides instructions: 'To access the budget justification information, click on the object class category name. For example, click on "Personnel" in order to access the budget justification associated with personnel.' Another text box explains: 'Using the "Object Class Categories" in the SF-424A Budget form, justify the costs in each category. The proposed budget costs are estimated values and invoicing shall be calculated from actual costs incurred for each of the cost categories. Fee or profit will not be paid to award grantees or subgrantees of financial assistance awards. Contingencies are expressly unallowable, as indicated in 2 CFR, Part 225 (all estimated costs should be allocated to a cost category).' A final text box states: 'Items identified as direct costs to the project may not be duplicative costs included in the indirect pool that is the basis of any indirect rate applied for this project.' At the bottom is 'Section B - Budget Categories' with an 'Edit Budget Columns' button.

Element #1: Budget Justification

- Consists of detailed explanations of object class categories, including:
 - Personnel
 - Fringe Benefits
 - Travel
 - Equipment
 - Supplies
 - Contractual
 - Other Direct Costs
 - Indirect Costs
- Instructions for completing the Budget Justification can be found in Section 6.3.B. of [the Application Instructions](#)
- The budget justification is accessed and submitted by selecting each **cost category** in PAGE

Performance and Accountability for Grants in Energy (PAGE)

Home Contact Us My Profile Help Training Videos Reference Library FAQs Submit Success Story WAP Communications Portal Logout

Grant Search: [] Grant #: [] Grantee: [] Status: Active

Budget

Budget: [Program Year 2023 (Revision 0); In-process]

Program: Energy Efficiency and Conservation Block Grant Program - Bipartisan Infrastructure Law 2021 CFDA: [] Year: 2023 Period: 07/01/2023 - 06/30/2025

State: [] Revision: 0

Section A - Budget Summary

Grant Program	Federal	Estimated Unobligated Funds	New/Revised Budgets	Total	Action
Federal	<input checked="" type="checkbox"/>	\$0.00	\$0.00	\$0.00	
Total		\$0.00	\$0.00	\$0.00	

[Add New Funding Source](#)

To access the budget justification information, click on the object class category name. For example, click on "Personnel" in order to access the budget justification associated with personnel.

Using the "Object Class Categories" in the SF-424A Budget form, justify the costs in each category. The proposed budget costs are estimated values and invoicing shall be calculated from actual costs incurred for each of the cost categories. For example, if you are proposing to purchase a computer, you would select the category of "Equipment".

Personnel

Prime Applicant only (all other participant costs are listed under contracts and form SF-424A, Section B. Line 6.f. Contracts and Sub-Grants).

Identify by title each position to be supported under the proposed award. Briefly specify the duties of professionals.

Section B Total: \$0.00 **Total: \$0.00**

Title/Group Category	Description of Duties	Method	Time/Percent	Rate/Salary	Total	Action
No record found						

[Add New Personnel](#)

[Back](#)

Access budget justification here (with arrow pointing to the "Budget Justification" link in the top right menu)

Menu items: Budget (SF424A), Budget Justification, PDF, Excel, Excel (data only), Word

Element #2: Energy Efficiency and Conservation Strategy (EECS)

- State, local, and tribal governments have different EECS requirements
- DOE has provided streamlined EECS Templates for:
 - [States](#)
 - [Local Governments](#)
 - [Tribes](#)
- Use of the Templates is not required, but all EECS must include the information outlined in Part A of the Template
- DOE has 120 days to approve or disapprove EECS from date of submission in PAGE. There will be opportunities for revision following a disapproval

National Renewable Energy Lab (NREL) is available to provide one-on-one assistance to EECBG Program participants to help develop your EECS.

This is a great option if you need help getting started or could use some more analysis around your community's energy use baseline, and benefits and costs of various clean energy goal options.

Email eeecs_ta@nrel.gov to get access to your NREL expert support today!

Element #2 (cont'd): State EECS Requirements

Each State and Territory must submit a proposed EECS that:

- 1) Establishes a **process for subgranting at least 60% of funds to local governments** that are not eligible for direct formula grants from DOE (within 180 days of DOE approval of the State's application)
- 2) Includes a plan for **how EECBG Program funds will help to achieve state clean energy goals** and further existing energy efficiency and conservation strategies

State EECS are due with the application, on July 31, 2023.

Element #2 (cont'd): Local and Tribal EECS Requirements

Each local & tribal government must submit an EECS that includes:

1. A description of goals for increased energy efficiency and conservation; and
2. A plan for the use of the grant in achieving those goals in accordance with the eligible use of funds

Additionally, strategies for local governments shall:

1. Take into account any plans for the use of funds by adjacent eligible local governments that receive grants under the EECBG Program; and
2. Coordinate and share information with the state in which the eligible local government is located to maximize the energy efficiency and conservation benefits

Local and tribal govts. may submit the EECS with their application through the PAGE system when they apply OR they may develop and submit an EECS within one year of receiving the award

Element #3: EECBG Program Activities File

- The EECBG Program Activities File describes each activity and funding amount for which the applicant is proposing to use EECBG Program formula funds
- It should include:
 - Proposed sector(s), technologies and blueprint category (if applicable)
 - Concise but sufficiently detailed descriptions of all activities
 - Funds budgeted for the activity
 - Milestones and qualitative or quantitative goals for each activity, including estimated energy savings
 - Note: activities outside of NEPA statement of work will be subject to additional review
- Each activity should be associated with at least one relevant process metric
 - Select one or more process metrics for each activity in the Milestones section of the Activities File
- Additional Instructions for completing the Activities file can be found in Section 6.3.D. of the [Application Instructions](#) and in the Help section in PAGE
- This form is completed and submitted through PAGE

The screenshot displays the 'Energy Efficiency and Conservation Block Grant Program (BIL) Activity File' form. On the left is a navigation menu with options like 'Home', 'Create New Application', 'EECBG ARRA', 'EECBG BIL', 'Application Documents', 'Checklist', 'SF-424', 'Budget', 'Activity File' (highlighted), 'Strategy', 'Verify and Submit', 'Performance Reporting', 'Financial Reporting', 'Reports', 'Data Exports to Excel', 'Grant Administration', 'SEP', 'SEP EE RLP', 'SEP Special Projects', 'WAP', 'WAP Enhancement And Innovation', 'WAP Training Center', 'Weatherization Innovative Pilot', 'Miscellaneous Grants', 'Grant Monitoring', 'User Management', and 'Help Desk'. The main content area shows the 'Grant Search' section with fields for 'Grant #', 'Grantee', and 'Status: Active'. Below this is the 'Energy Efficiency and Conservation Block Grant Program (BIL) Activity File' section, which includes a description of the Activity File, a 'Back to the activities list' link, and an 'Activity File' dropdown menu set to 'Program Year 2023 (Revision 1): In-process'. The 'Activity' field is populated with a redacted name, 'Federal funding' is redacted, and 'Revision status' is 'Active (pending replace)'. An 'Edit' link is present. The 'Blueprints' section lists six categories with checkboxes: 1. Energy Planning, 2. Energy Efficiency (with sub-options a, b, c, d), 3. Renewables (with sub-options a, b, c, d), 4. Transportation (with sub-options a, b), 5. Unlocking Sustainable Financing Solutions for Energy Projects and Programs, and 6. Workforce Development (selected). Below this is the '2. State:' field (redacted) and the '3. Sectors' section, which includes checkboxes for Agriculture / Agricultural, Commercial, Higher Education, Industrial, K-12 Schools, Local Government, Low / Limited Income, Non-profits, Not Applicable, Residential, State or Territory Government (selected), Transportation, and Tribal / Native American. An 'Edit' link is at the bottom right.

Element #4: Other Forms to be uploaded to PAGE

1. Indirect Rate Agreement or Rate Proposal
2. Applicant's latest single audit as required by 2 CFR 200 Subpart F (provide link or attach electronic copy of document)
3. Certifications regarding Lobbying ([SF-LLL Disclosure Form to report lobbying](#))
4. NEPA Statement of Work (optional)
**Note: if not utilized, a statement of work will need to be developed for the NEPA review*
5. Authorized applicant documentation (Assurance Letter or Tribal Resolution)



U.S. DEPARTMENT OF
ENERGY

Policy Compliance Requirements

Policy Requirements

EECBG Program applications must also demonstrate compliance with:

1. National Environmental Policy Act (NEPA) and Historic Preservation
2. Davis Bacon Act
3. Build America, Buy America requirements

1 | National Environmental Policy Act (NEPA) Information

Background

- DOE must comply with NEPA prior to authorizing the use of Federal funds. This includes consideration of the effects on historic properties and impacts on floodplains and wetlands.
- Grantees must: Review DOE's online NEPA and Historic Preservation [PowerPoint trainings](#) prior to project implementation.
- Most states and territories (including Grantees within those states and territories other than tribal governments) have a [DOE Historic Preservation Programmatic Agreement](#). These must be reviewed.
- Grantees and tribes that do not have a DOE executed Historic Preservation Agreement (PA) must follow added restrictions included in their award documents.

NEPA Statements of Work for Expedited Review

- NEPA Statement of Works (SOWs) can be found on the [EECBG Program Application Hub](#)
- Applicable activities from the SOW should be entered into the Activity Programs File.
- The various NEPA SOWs apply to different applicants and include either ground disturbing activities or nonground disturbing activities.
- Carefully review the SOWs to ensure the correct one is selected.
- The SOWs with ground disturbing activities require quarterly reporting for all activities.

1 | Actions to take to ensure NEPA compliance

1. Determine if all proposed activities fit within the NEPA Statement of Work. *These activities will have an expedited review!*
2. Sign and upload the appropriate NEPA Statement of Work with your application, if applicable.
3. If not utilizing a NEPA Statement of Work, DOE staff will require submission of an Environmental Questionnaire (EQ1) for a NEPA review through the Project Management Center (PMC).
4. Review the NEPA and Historic Preservation Training website.
5. Review the award documents including NEPA forms to ensure compliance with restrictions and documentation requirements which may require quarterly NEPA reporting for some awards with ground disturbing activities.
NEPA questions can be sent to EECBG.NEPA@ee.doe.gov (response times will depend on volume of questions).

2 | Davis-Bacon Act Compliance

Davis-Bacon Act Information:

Applicants must confirm that **any laborers and mechanics** performing construction, alteration, or repair work on projects over \$2,000 that are funded in whole or in part by the EECBG Program are **paid, on a weekly basis, no less than the prevailing wage for similar projects in their locality, as determined by the Secretary of Labor**

Required Actions:

1. Complete [DBA compliance training](#) and maintain competency in DBA compliance
2. Grant applications must include a DBA Assurance Letter

More information about Davis-Bacon Act requirements can be found in the [Administrative and Legal Requirements Document \(ALRD\)](#) and the [DOE Desk Guide to the Davis-Bacon Act](#)

3 | Build America, Buy America (BABA) Requirements

BABA Information:

- **BABA generally requires that:**
 - All iron, steel, and manufactured products used in infrastructure work are produced in the United States;
 - All construction materials used in the infrastructure work are manufactured in the United States.
- **Waivers are available in instances when:**
 - Applying the requirements would be inconsistent with public interest
 - The types of materials or products are not produced in the United States in sufficient and reasonably available quantities or of a satisfactory quality
 - Inclusion of materials/products produced in the U.S. will increase overall cost of project by more than 25%.

Required Actions:

1. Determine if these requirements are applicable to your project by consulting:
 - www.madeinamerica.org
 - [White House Build America, Buy America Resources](#)
 - Section V.D.4-5 of the [Administrative and Legal Requirements Document](#) (ALRD)
2. Provide a short statement on Build America, Buy America applicability in the Activity File (enter under Field 6. Description).
3. Waiver requests must be submitted with the full application (uploaded as attachments to the SF-424)

Agenda

- **Part 1:** What is the EECBG Program?
- **Part 2:** What do I need to know before applying?
- **Part 3:** How do I apply for an EECBG Program formula grant?
- **Part 4:** What other support will DOE offer?
- **Part 5:** Q&A

Technical Assistance & Webinars for All

During application period, DOE will.. Host webinars to support strategy design

- ✓ Technical support to submit applications
- 1. Voucher Applications Deep Dive
Thursday, April 13 at 3pm ET
- 2. Technical Assistance Offering Overview
Thursday, May 4 at 3pm ET
- 3. Justice40
- 4. Learning from past EECBG experiences
- 5. Leveraging EECBG funding into more support
- 6. Grants Management & Accountability



During implementation, DOE will... Provide ongoing support through

- Support for comprehensive energy strategy development
- Blueprints & technical assistance to plan and execute clean energy projects and programs
- Tools and online resources to support project and program implementation
- Access to experts to build capacity and knowledge
- Webinars & workshops to promote peer learning opportunities and best practices
- Technical assistance available (from NREL) to help develop your Energy Efficiency and Conservation Strategy (EECS)

The EECBG Program Team is Available To You



EECBG@hq.doe.gov email inbox

- The EECBG Program team monitors the inbox daily
- Aims to return to all questions within 10 business days
- Consult the [EECBG Program Formula Grant Application Hub](#) for helpful information and key documents



Pilot: Bi-Weekly Office Hours

- The EECBG Program Team is planning to host bi-weekly virtual office hours. First session will be Tues, April 4
- Format is subject to change based on interest & need



U.S. DEPARTMENT OF
ENERGY

Q&A



U.S. DEPARTMENT OF
ENERGY

Energy Efficiency & Conservation Block Grant (EECBG) Program

Formula Grant Application Instructions Webinar

March 23, 2023

SCEP

STATE & COMMUNITY ENERGY PROGRAMS

