



Renew America's Nonprofits – Office Hours 2

July 13, 2023

*2023 Funding Opportunity Announcement (FOA) for Energy Improvements at Nonprofit Facilities
Bipartisan Infrastructure Law (BIL) - DE-FOA-0003066*



This webinar is being recorded and will be published on the Infrastructure eXCHANGE website.

Please note that video and speaking capability has been disabled for attendees.

If you have questions during this webinar, you can use the chat feature and all questions and answers will be posted to the Q&A Spreadsheet at a future date to the Infrastructure eXCHANGE website under DE-FOA-0003066.

We will address some, but not all, questions posted in the chat with approved and published answers.

Please be careful not to submit any language that might be business sensitive, proprietary or confidential.

A copy of today's slides will be posted on Infrastructure eXCHANGE within 2-3 business days of the webinar.

<https://infrastructure-exchange.energy.gov/Default.aspx#Foald11fea744-0ca6-451b-8ce3-ea291b4b3aab>

- Participation in today's informational session will not convey any advantages or disadvantages in the application evaluation process.
- Your participation is completely **voluntary**.
- All applicants are strongly encouraged to carefully read the Funding Opportunity Announcement **DE-FOA-0003066 ("FOA")** and adhere to the stated submission requirements.
- If there are any inconsistencies between the FOA and this presentation, or statements from DOE personnel, the FOA is the controlling document and applicants should rely on the FOA language and seek clarification by submitting a question to nonprofits@doe.gov.



I. Welcome

II. Aggregator Model Review

III. Project Narrative Review

IV. Community Benefits Plan Review

V. Q&A Highlights and Current Questions

VI. Key Submission Reminders

I. Aggregator Model: Review and Prime Reminders

MAY 24:
FOA Published

JUNE 22:
Office hours

JUNE 29:
LOI Due

JULY 13:
Office hours

AUGUST 3:
Applications
Due

OCTOBER:
Anticipated Selectee
Announcements

FALL 23-Summer 24 :
Project Portfolios
Assembled

PRIME RECIPIENT: FOA Applicant and Primary Grantee

WHO? 501c3 nonprofit organization well-positioned to lead technical, financial, program management, and community engagement efforts.

RESPONSIBILITIES:

1. Assemble a program team (may or may not include nonprofit or for-profit Partners) and develop a program plan.
2. Assemble a portfolio of eligible nonprofit building projects.
3. Subaward grants to eligible nonprofit building projects for energy upgrades.
4. Manage program implementation and reporting.
5. **Submit an LOI and/or apply for the FOA.**

PARTNER: (Optional. Provides paid or in-kind contributions.)

WHO? Private sector companies, nonprofit organizations, local government agencies, colleges and universities, Energy Savings Companies, and more.

RESPONSIBILITIES: Should compliment the capacities of a Prime recipient by providing:

1. Technical assistance
2. Financial assistance
3. Program management assistance
4. Community engagement assistance and/or
5. Other assistance to increase program impact.

SUBRECIPIENT (Receives subaward.)

WHO? 501c3 nonprofit organizations who own and operate their building(s) and need energy efficiency upgrades – but **do not have the capacity or interest to manage a portfolio of projects.**

RESPONSIBILITIES: Network with and/or present a project for consideration to one or more prospective Prime recipient(s) to be part of their portfolio and receive a grant for energy efficiency upgrades.

Applications Specifically Not of Interest (I.C.)



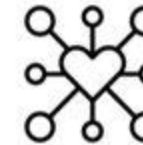
Applications that fall outside the technical parameters specified in Section V of the FOA.

Applications that do not include do not include an “energy efficiency improvement” as defined in Section 40542 of the BIL.

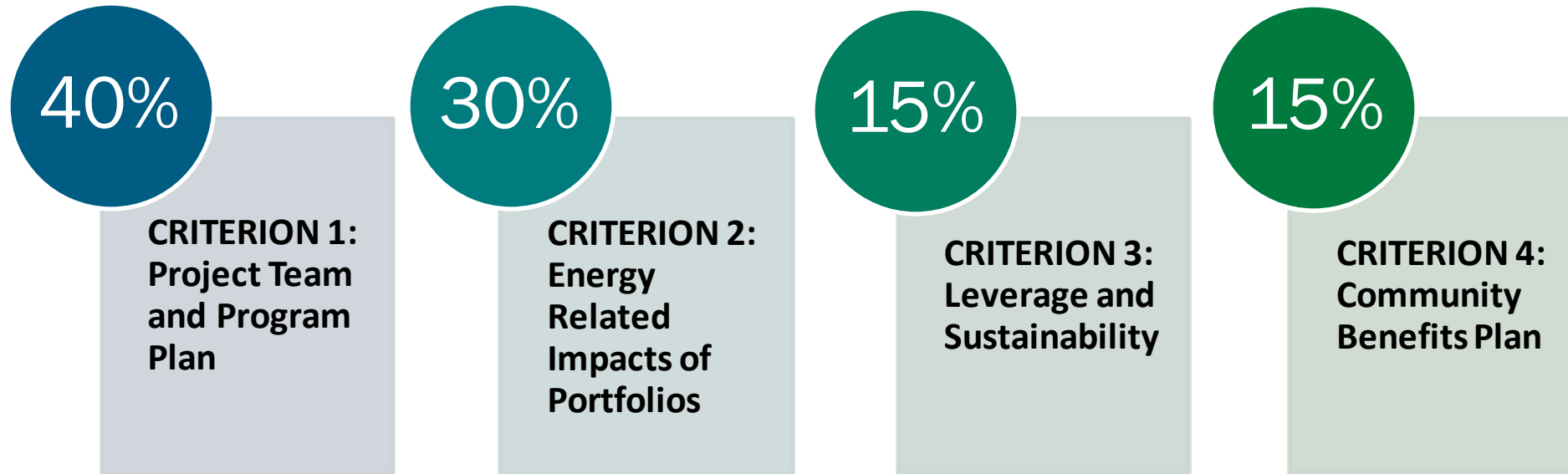
Applications that do not include an “energy efficiency improvement” as defined in Section 40542(a)(2) of the BIL.

Applications that propose technologies that are not based on sound scientific principles.

An eligible “applicant” must be a 501(c)(3) nonprofit organization as described in section 501(c)(3) of the Internal Revenue Code of 1986 and exempt from tax under section 501(a) of such Code. Additionally, all renovations, repairs, or installations under this provision must be performed on building(s) owned and operated by a nonprofit 501(c)(3) organization(s).



Technical Review Criteria (IV.A.i)



II. Project Narrative

Full Application – Project Narrative (III.D.i.)

1.0 Summary Statement

2.0 Program Approach

3.0 Program Workplan

4.0 Project Team

5.0 Energy Related Impacts of Portfolio

6.0 Leverage and Sustainability Potential

Applicants are encouraged, but not required to use the “Project Narrative Template” provided on Infrastructure eXCHANGE. If applicants choose not to use the template, the content requirements as specified in the “Project Narrative Template” are still required. **The Project Narrative may not be more than [fifteen] 15 pages**, including the cover page and all citations, charts, graphs, maps, photos, and other graphics. **Note: Red and Blue text may be deleted in final submission.**

Enter Control Number

Project Narrative Template

Project Narrative Cover Page(s)
Note: Cover page(s) is counted towards the maximum number of Project Narrative pages (15 pages). Font size must be 12pt. Red and Blue text may be deleted in final submission.

FOA Title: 2023 Funding Opportunity Announcement for Renew America's Nonprofits

FOA Number: DE-FOA-0003066

Name of Applicant (Prime Organization): Enter Applicant Name

Location of Applicant (Prime Organization): Enter Applicant Location

Federal EIN #: Enter Federal Employer Identification Number

Project Title: Enter Proposed Project Name

Project Geographic Impact Area: Enter intended geographic impact of portfolio projects (e.g., Greater Chicago Metropolitan area, Northeast U.S., State of New Mexico, Nationwide).

Program Contacts:

PRIMARY PROGRAM CONTACT (Please list the person(s) responsible for program management.)	FOA SUBMISSION CONTACT (Please list the primary contact(s) for this FOA submission)
(Name)	(Name)
(Title)	(Title)
(Address)	(Address)
(City, State, Zip)	(City, State, Zip)
(Office Phone Number)	(Office Phone Number)
(Mobile Phone Number)	(Mobile Phone Number)
(Email Address)	(Email Address)

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Key Project Partners
Please provide the name(s), organization type(s), and contact information for each key project partner, if applicable. Add additional entries as needed.

Organization	Role & Function	Point of Contact Information
(Name of Organization)	(Examples: community outreach organizations, engineering consultants, funding partners, utilities, equipment manufacturers, Government entities, labor union/training providers, etc.)	(Name) (Title) (Address) (City, State, Zip) (Office Phone Number) (Mobile Phone Number) (Email address)

1.0 Summary Statement
Applicants should include a high-level summary of their proposal, including details on organizational background and health and program goals. Applicants should highlight key content and strategies that will be further explained in the Program Approach and Program Workplan sections below.

1.1 Organizational Background and Health:
Applicants should provide an overview of their organization, including mission statement and relevant work experience to support program goals. Applicants should include an attached 990 Form in their submission and provide a brief narrative in this section describing their board of directors, organizational leadership, and financial health.

1.2 Program Goals:
Applicants should include a summary of their proposed program goals. Applicants should address how their program approach is mission-aligned, how their organization is well-situated to be successful, and how this funding will enable their organization to expand impact.

2.0 Program Approach
Applicants should describe their program approach, including strategies to achieve program goals. Applicants should describe how they intend to successfully accomplish the proposed work – including anticipated milestones and program deliverables.

2.1 Subrecipient Recruitment Plan
Applicants should describe their approach to recruiting 501(c)(3) subrecipient organizations that have buildings in need of energy efficiency improvements to be part of their funded project portfolios. (Note: The Teaming List contains prospective subgrantees that may be a good fit for your portfolio.) Applicants should describe how

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this plan aligns with 400 goals as discussed in the Community Benefits Plan. (Note: The Teaming List contains prospective subgrantees that may be a good fit for your portfolio.)

Applicant should state the anticipated number of subrecipients they plan to recruit into their portfolio including details describing how they will:

- Conduct outreach,
- Verify building ownership,
- Gauge financial need of subrecipients,
- Assist subrecipient selection decisions (e.g., application, appointment through partnership, etc.),
- Retain subrecipient engagement throughout the process.

2.2 Technical Assistance Approach
Applicants should provide a detailed plan for providing technical assistance to portfolio subrecipients both in terms of technical program components (e.g., benchmarking, energy assessments, project scoping, etc.) and administrative assistance (e.g., compliance with Davis-Bacon, 8(a)(7), and other regulations, reporting, applying for utility rebates). Applicants are encouraged to articulate how they will leverage partners and existing resources to support technical assistance and align it with program goals.

2.3 Measurement & Verification Approach
Applicants should discuss plans to measure and verify the energy savings and associated impacts of subrecipient portfolio projects – including baseline and post-retrofit data for both qualitative and quantitative metrics.

3.0 Program Workplan

3.1 Project Management Plan
The Project Management Plan should contain a high-level description of the anticipated activities to be conducted over the life of the program (e.g., this program will be broken down into four phases: planning and recruitment, engineering and technical assistance, project execution, and outcome synthesis). Applicants should discuss how these activities will lead to achievement of each anticipated milestone and accomplishment of the final program goal(s).

Applicants should include key decision points (see below for more information on Go/No-Go decision points). Applicants should describe the specific expected results of each performance period, including milestones aligned with the Community Benefits Plan.

3.2 Go/No-Go Decision Points
Note: The first Go/No-Go Decision point will be at the 6-month mark – when Prime grantees must have their portfolio projects identified, including initial subrecipients, performance metrics, and project costs. Portfolios will be presented to DOE for a Go/No-Go decision.

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Project Narrative Section 1: Summary Statement



Summary Statement: A high-level summary of your proposal.

1. Organizational Background and Health:

- Mission statement
- Relevant work experience to support program goals.
- 990 Form (**Required Document)
- Brief Narrative describing Board of Directors, Leadership and the organization's financial health.

2. Program Goals:

- Summary of proposed program goals.
- Description of how:
 - program approach is mission-aligned;
 - their organization is well-situated to be successful; and
 - this funding will enable their organization to expand impact



Project Narrative Section 2: Program Approach



Applicants should provide strategies to achieve program goals, and to successfully accomplish the proposed work – including addressing milestones and program deliverables. ****Project portfolios are not required to be determined prior to the FOA deadline.**

Subrecipient Recruitment Plan

- Approach to recruiting 501(c)(3) subrecipient organizations for project portfolios.
- Description of alignment with J40 goals as discussed in the Community Benefits Plan.
- Anticipated number of subrecipients.

Technical Assistance Approach

- Technical program components (e.g. benchmarking, energy assessments, project scoping, etc.)
- Administrative assistance (e.g. compliance with Davis Bacon, BABA, and other regulations, reporting, applying for utility rebates.)
- Leveraging partners and existing resources to support technical assistance.

Measurement & Verification Approach

- Plans to measure and verify the energy savings and associated impacts of subrecipient portfolio projects – including baseline and post-retrofit data for both qualitative and quantitative metrics.

Project Narrative Section 3: Workplan



Project Management Plan

- A high-level description of the anticipated activities and how they will achieve anticipated milestones and goals.
- *EXAMPLE: This program will be broken down into four phases: planning and recruitment, engineering and technical assistance, project execution, and outcome synthesis).*
- Should include key decision points, milestones and expected results of each performance period.

Go/No-Go Decision Points

- A summary of project-wide Go/No-Go decision points. **Must have at least one project-wide Go/No-Go decision point at minimum for each budget period (12 to 18-month period) of the project.**
- Specific technical and Community Benefits Plan criteria to evaluate at Go/No-Go decision point.
- **The first Go/No-Go Decision point will be at the 6-month mark – when Prime selectees must have their portfolio projects identified.**

Financial Plan

- Applicants should include a budget narrative in this section to describe and support the required Budget Justification Workbook for the proposed program.

Project Narrative Section 4: Program Team



Applicants should describe the program team composition and capabilities (partnerships and teaming arrangements.) Applicants should provide the following details:

Prime Applicants

- Examples of successful partnerships;
- Proficiency with program administration, technical building efficiency and community outreach.

Partners

- Relevant experience, expertise and resources brought to the program;
- Support for financial expansion and/or administrative implementation of projects.

Note: **Program Partners are encouraged, but not required.** Applicants are encouraged to summarize how their organization is well-positioned to execute on their project plan and how this funding will benefit their organization and its mission.

Project Narrative Section 5: Energy-Related Impacts



Applicants should provide projected savings numbers based on the proposed portfolio and are encouraged to discuss how projections were calculated. Applicants are not required to identify the individual subrecipient buildings but should provide portfolio-wide impact estimates.

Energy Savings

- Average percent of whole building energy savings across portfolio (Btus or broken down by fuel type.)
- *Example: “We expect the projects in our portfolio to achieve an average of 27% gas savings and 24% electricity savings.”*

Energy Cost Savings

- Average percent cost savings across portfolio.
- *Example: We expect the projects in our portfolio to achieve an average of 25% energy cost savings.)*

Emission Reductions

- Average percent of emissions reduction across the buildings in their portfolio.
- *Example: We expect the projects in our portfolio to achieve an average of 25% emissions.*

Cost Effectiveness

- Cumulative benefits of the proposed project portfolio and the degree to which the benefits, both financial and non-monetary, will outweigh the costs in terms of funds invested.
- *Examples: Goals for return on investment or pay-back period metrics.*

Applicants should describe how their proposal is innovative, leverages the Federal investment received through this grant and establishes pathways for enduring impact. *Examples: unique partnership models, workforce development advancements, innovative funding models, strategic engagement strategies to expand benefits in disadvantaged communities.*

Leveraging Funds and Investments

- Leverage grant funds to maximize the impact of Federal funds. *Examples: providing additional cost share, achieving economies of scale to drive down per unit cost, attracting private investment, and braiding funds across other programs.*
- Additional resources available to expand or support activities. *Examples: utility programs, philanthropic funds, and state and Federal programs such as funding made possible by the Inflation Reduction Act.*

Enduring Impact

- Pathways for enduring impact beyond the life of the grant. *Examples: plans to identify funding sources to scale nonprofit facility retrofit program after the grant period; creating a program structure to share as a replicable model for others to adopt; and building local and organizational capacity to support efficiency project pipelines in the coming decades.*
- Related qualitative goals and plans for measurement. *Examples: people impacted, organizational mission impact, and program expansion.*

III. Community Benefits Plan

Community Benefits Plan (III.D.vii.)



1.0 Community and Labor Engagement

2.0 Investing in Job Quality and Workforce

3.0 Diversity, equity, inclusion, and accessibility (DEIA)

4.0 Justice40 Initiative

DOE Informational Webinar:
[About Community Benefits Plans | Department of Energy](#)

CBP Help Desk:
CBP-Help@hq.doe.gov

Applicants are encouraged, but not required, to use the **Community Benefits Plan template located on Infrastructure eXCHANGE**. If applicants choose not to use the template, the content requirements as specified in the “Community Benefits Plan Template” are still required. **The Community Benefits Plan must not exceed [five] 5 pages**. Milestones for the CBP should be reflected in the Project Narrative.

Note: Red and Blue text may be deleted in final submission.

Community Benefits Plan (CBP) Template

Note: Cover page(s) is counted towards the maximum number of Community Benefits Plan pages (5 pages). Font size must be 12pt. Red and blue text may be deleted in final submission.

FOA Number: DE-FOA-0003066

Name of Applicant (Prime Organization): Enter Applicant Name

Federal EIN #: Enter Federal Employer Identification Number

Project Title: Enter Proposed Project Name

PURPOSE: This CBP sets forth the Applicants' approach to local engagement, thereby ensuring that Federal investments advance the Department of Energy's priorities:

1. Community and labor engagement;
2. Investing in job quality and workforce continuity;
3. Advancing diversity, equity, inclusion, and accessibility (DEIA); and
4. Contributing to the Justice40 initiative.

The CBP should indicate the Applicants' intention to engage meaningfully with community stakeholders in pursuit of these priorities. Meaningful engagement includes, but is not limited to, entering into formal workforce and community agreements. For additional information, see Community Benefits Plan Frequently Asked Questions (FAQs).

Note: Milestones for the CBP should be reflected in the Project Narrative.

FORMAT: The CBP must not exceed [five] 5 pages. Applicants should save the CBP in a single PDF file using the following naming convention for the title: "Contract Number_PrimeOrganization_CBenefits."

Within the CBP, Applicants must discuss how the following priorities are integrated into the program design:

- 1.0 **Community and Labor Engagement** *Aligned with Section III.D.vii.1 of the FOA.*
 - a. Applicants should discuss how their organization currently demonstrates community and labor engagement and how this engagement will support the proposed program.
 - b. Applicants should articulate a clear and appropriately robust plan to engage with labor unions, Tribal entities, and/or community-based organizations that support or work with disadvantaged communities and other affected stakeholders.
 - c. Applicants should reflect on their organization's accountability to affected workers and community stakeholders; provide a plan to publicly share SMART CBP

commitments; and demonstrate how community and labor engagement will lead to the delivery of high-quality jobs, minimal environmental impact, and allocation of project benefits to disadvantaged communities.

- 2.0 **Job Quality and Workforce Continuity** *Aligned with Section III.D.vii.2 of the FOA.*
 - a. Applicants should discuss how their proposed program will facilitate the creation and/or retention of high-quality, good-paying jobs with employer-sponsored benefits for all classifications and phases of work.
 - b. Applicants should address how their proposed program will provide workers with the ability to organize, bargain collectively, and participate, through labor organizations of their choosing, in decisions that affect them and that contribute to the effective conduct of business and facilitates amicable settlements of any potential disputes between employees and employers - providing assurances of project efficiency, continuity, and multiple public benefits.
 - c. Applicants should demonstrate that they will work with responsible employers, with ready access to a sufficient supply of appropriately skilled labor, and an effective plan to minimize the risk of labor disputes or disruptions.

- 3.0 **Diversity, Equity, Inclusion, and Accessibility (DEIA)** *Aligned with Section III.D.vii.3 of the FOA.*
 - a. Applicants should elaborate on their planned specific and high-quality actions to meet DEIA goals, which may include DEIA recruitment procedures, subrecipient identification, supplier diversity plans, and other DEIA initiatives.
 - b. Applicants are encouraged to describe any partnerships and agreements with apprenticeship readiness programs, community-based workforce training, and/or support organizations serving workers facing systematic barriers to employment to facilitate participation in the project.

- 4.0 **Justice40 Initiative** *Aligned with Section III.D.vii.4 of the FOA.*
 - a. Applicants should describe intended specific and measurable project benefits for disadvantaged communities, how these benefits will flow to their intended target communities, and how negative environmental impacts affecting disadvantaged communities will be mitigated.
 - b. Applicants should elaborate on how the proposed project would contribute portfolio-wide to meeting the objective that at least 40% of the overall benefits of climate and clean energy investments will flow to disadvantaged communities.

CBP Section 1: Community and Labor Engagement



Applicants should discuss how their organization:

Currently demonstrates community and labor engagement and how this engagement will support the proposed program.

Plans to engage with labor unions, Tribal entities, and/or community-based organizations that support or work with disadvantaged communities and other affected stakeholders. (Applicants should include any strong commitments with entities listed; plans to engage with any entities listed; and/or an openness to engaging with any entities listed.)

Applicants should reflect on their organization's accountability to affected workers and community stakeholders; provide a plan to publicly share SMART CBP commitments; and demonstrate how community and labor engagement will lead to the delivery of high-quality jobs, minimal environmental impact, and allocation of project benefits to disadvantaged communities.



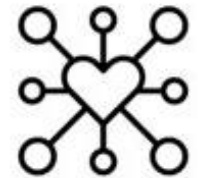
CBP Section 2: Job Quality & Workforce Continuity

Applicants should discuss how their proposed program will:

Facilitate the creation and/or retention of high quality, good-paying jobs with employer-sponsored benefits for all classifications and phases of work.

Provide workers with the ability to organize, bargain collectively, and participate, through labor organizations of their choosing, in decisions that affect them and that contribute to the effective conduct of business and facilitates amicable settlements of any potential disputes between employees and employers - providing assurances of project efficiency, continuity, and multiple public benefits.

Demonstrate that they will work with responsible employers, with ready access to a sufficient supply of appropriately skilled labor, and an effective plan to minimize the risk of labor disputes or disruptions.



Applicants should describe:

Their planned specific and high-quality actions to meet DEIA goals. *May include: DEIA recruitment procedures, subrecipient identification, supplier diversity plans, and other DEIA initiatives.*

Any partnerships and agreements with apprenticeship readiness programs, community-based workforce training, and/or support organizations serving workers facing systematic barriers to employment to facilitate participation in the project.



CBP Section 4: Justice40 Initiative



Applicants should describe:

Intended specific and measurable project benefits for disadvantaged communities and how these benefits will flow to their intended target communities.

How projects will mitigate negative environmental impacts experienced by disadvantaged communities.

How each proposed project would contribute portfolio-wide to meeting the objective that at least 40% of the overall benefits of climate and clean energy investments will flow to disadvantaged communities.

Additional Information: [Justice40 Initiative](#) | [Environmental Justice](#) | [The White House](#)



IV. Q&A Highlights

QUESTION: DOES EVERY SUBRECIPIENT NEED TO BE IN A JUSTICE40 COMMUNITY?

Answer: Not necessarily. An application will be evaluated based on the extent its Project Team and Program Plan (Criterion 1) and Community Benefits Plan (Criterion 4) advance the goals of the Justice40 Initiative. DOE has not specified the number of subrecipients which must be in a Justice40 community.

QUESTION: THIS FOA ALSO STATES THAT "APPLICANTS SHOULD PROVIDE COMMUNITY AND LABOR PARTNERSHIP DOCUMENTATION ..." COULD THIS INFORMATION BE INCLUDED IN THE LETTERS OF COMMITMENT?

Answer: A summary of the applicant's engagement plan should be included in the Community Benefits Plan (see [FOA Section III.D.vii](#) and the Community Benefits Plan template). Letters of Commitment from any established partners may be included in the application [Refer to FOA Section III.D.ii](#).



QUESTION: WHAT REGISTRATIONS DO I NEED TO COMPLETE TO APPLY?

Answer: The following registrations are required for Prime Recipients applying for this FOA:

- SCEP Funding Opportunity Infrastructure Exchange: <https://infrastructure-exchange.energy.gov>
 - Unique Entity Identifier (UEI) and System for Award Management (SAM) account, found at: <https://www.sam.gov>
 - Fed Connect: <https://www.fedconnect.net>
- Refer to FOA Section VI.B.i.

QUESTION: DO FOR-PROFIT PARTNERS IDENTIFIED IN AN APPLICATION NEED TO GO THROUGH A COMPETITIVE PROCUREMENT PROCESS ONCE PRIME APPLICANTS ARE AWARDED? OR ARE THESE PARTNERS GUARANTEED CONTRACTS IF THE PRIME RECIPIENT IS AWARDED?

Answer: Partners, which may be for-profit organizations, can be guaranteed contracts but are not eligible to make a profit on this federal award. Contractors and other partners may profit, if identified through the competitive procurement process. See 2 CFR 200.400(g): [https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E#p-200.400\(g\)](https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E#p-200.400(g)).



Q&A Highlights: Post-Award Grant Information



QUESTION: CAN YOU PROVIDE ANY CLARITY ON WHAT TYPES OF PROJECTS WOULD FALL UNDER BABA AND DAVIS-BACON REQUIREMENTS IN RELATION TO RENEW AMERICA'S NONPROFITS?

Answer: As specified in the FOA, BABA requirements apply based on "whether the work involves "infrastructure," as that term is defined in Section 70914 of the Bipartisan Infrastructure Law, and whether the infrastructure in question is publicly owned or serves a public function. Applicants are strongly encouraged to consult [Appendix C](#) of this FOA determine whether their project may have to apply this requirement."

As specified in the FOA, Davis-Bacon applies to "all laborers and mechanics employed by the recipient, subrecipients, contractors or subcontractors in the performance of construction, alteration, or repair work funded in whole or in part under this FOA." [See FOA Section III.J.vii.](#)



Q&A Highlights: Application Process



QUESTION: I MISSED THE LETTER OF INTENT DEADLINE. CAN I STILL APPLY?

Answer: While DOE encouraged potential applicants to submit a Letter of Intent (LOI) by June 29, 2023 at 5pm ET, all eligible organizations may submit a full application, regardless of whether or not an LOI was submitted.

QUESTION: IS THERE A COMPETITIVE ADVANTAGE TO IDENTIFYING A PORTFOLIO OF SUBRECIPIENTS BEFORE SUBMITTING THE FULL APPLICATION FOR THE FOA?

Answer: DOE aims to make these funds accessible to a wide range of Prime recipients and subrecipients, and therefore is not requiring Prime applicants to identify their subrecipient/project portfolios in advance of the FOA submission deadline. DOE encourages ALL applicants to provide as much detail as possible in support of their applications – including detailed subrecipient recruitment plans. DOE encourages applicants to provide as many specifics as possible, and to explain the rationale behind included estimates in detail. To the extent that it is possible, DOE also encourages applicants to include historical data, and to identify relevant comparisons that support their impact and benefits projections.



Q&A Highlights: Subrecipient Process



QUESTION: WHAT ARE THE ACTUAL ACTIONS A POTENTIAL SUBRECIPIENT PLAYS? DO WE WAIT UNTIL OCTOBER TO ASK A PRIME RECIPIENT TO INCLUDE US IN THEIR PORTFOLIO?

Answer: Sub-recipients may choose to do outreach now to potential Prime Recipients, but no action is required now. Actions a potential subrecipient can take include:

1. **Join the Teaming List** to identify, contact, or follow prospective Primes that align with your organization (geography, mission, need). See [FOA Section I.B.i. "Teaming Partner List."](#)
2. Engage with potential Prime applicants **within your existing network.**
3. **Join the DOE.gov mailing list** to receive announcements related to nonprofits and opportunities within DOE at: <https://www.energy.gov/scep/renew-americas-nonprofits>
4. Visit the Renew America's Nonprofits website (<https://www.energy.gov/scep/renew-americas-nonprofits>) to **access energy efficiency and financing tools and resources.**
5. **Look out for announcements** of selected Prime applicants and ways to engage them in the Fall. Potential subrecipients will network with, present a project to, and/or apply to one or more Prime recipient(s) to be part of their portfolio and receive a grant for energy efficiency upgrades.



Addressing Questions in the Chat

Examples of Question Topics:

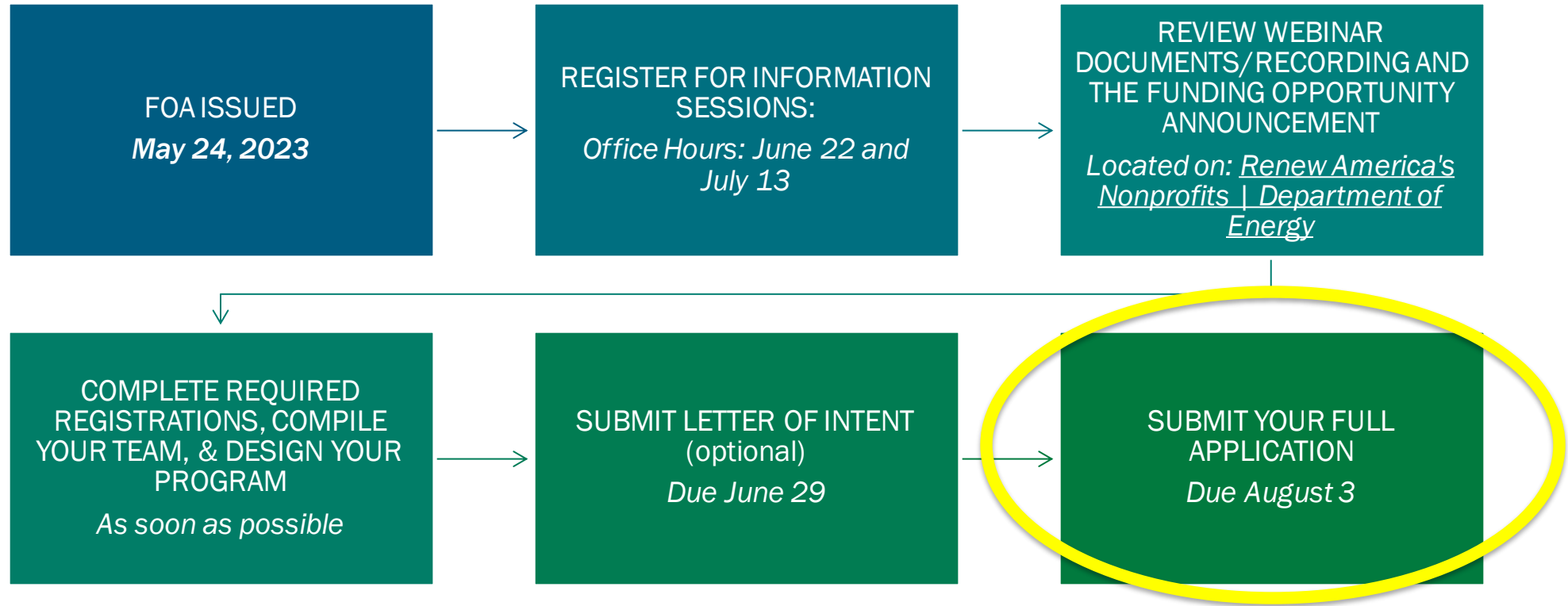
- Application content and criteria for **Primes**
- **Teaming List**
- **Cost share** information
- Joining and using the **Teaming List**
- **Post-award information**

V. Conclusion

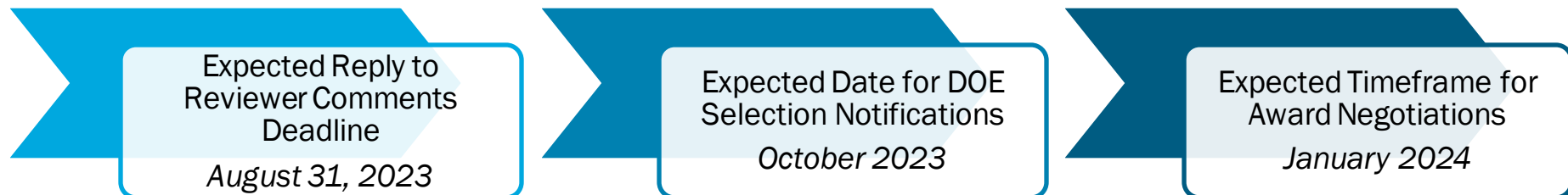
Key Reminders: Timeline



APPLICATION TIMELINE: *Note Letters of Intent are not required in order to submit a full application.



AWARD TIMELINE:



Prime Recipient Application Reminders



1. Registration Requirements:

Registration:	Website:
SAM	https://www.sam.gov
FedConnect	https://www.fedconnect.net
Infrastructure eXCHANGE	https://infrastructure-exchange.energy.gov

2. APPLICATIONS MUST BE SUBMITTED BY 5:00PM ET ON AUGUST 3RD IN INFRASTRUCTURE EXCHANGE.

3. Be sure you click the “submit” button. Any changes made after you hit submit will un-submit your application and you will need to click the submit button again.
4. Reference the Full Application Requirements Section III.D. in the FOA to ensure all required documents have been included before submitting.
5. Visit the Q&A Spreadsheet for answers to your questions or send to: nonprofits@doe.gov.





THANK YOU

Renew America's Nonprofits – Office Hours

**U.S. Department of Energy (DOE)
Office of State and Community Energy Programs (SCEP)**

**DE-FOA-0003066
July 13, 2023**

Nonprofits@doe.gov