2024 Federal Energy and Water Management Awards

Project Award Category Narrative Template

Refer to Section 3 of the [Criteria and Guidelines for the 2024 Federal Energy and Water Management Awards](https://www.energy.gov/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 2023. 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 2023 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.