



# The ARRA EAP

## Energy Assurance Planning Bulletin

JULY 1, 2010

THE AMERICAN RECOVERY AND REINVESTMENT ACT

VOLUME 1, NUMBER 3

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OE Website

<http://www.oe.energy.gov/>

**Welcome to the third issue** of the quarterly *Energy Assurance Planning Bulletin*, a service of the U.S. Department of Energy, Office of Electricity Delivery and Energy Reliability (DOE/OE). The *ARRA EAP Bulletin* provides information on energy assurance planning resources, upcoming events, training opportunities, and important grant deliverable dates.

## Need to Know

**Local grant recipients now have the support of a new informational website.** The Public Technology Institute (PTI), in cooperation with DOE/OE, recently launched a new website designed to help local grant recipients by answering common questions and providing a range of grant and reporting-related resources. Included among these resources is a new manual developed by PTI, *Local Government Energy Assurance Guidelines*. This manual is designed to guide local grantees as they embark on their energy assurance planning process. Visit the new website at: [www.energyassurance.us](http://www.energyassurance.us).

**DOE/OE has also created a 10-step energy assurance planning framework**, which local grantees may find helpful as they begin to structure their plans. The framework will be distributed to grant recipients in July.

## Action Items

### **State Grantees:**

**Energy Disruption Tracking System deliverables are due in August, within one year of grant award date.** Useful information for completing the Tracking System deliverables can be found on DOE/OE's ISERnet and by accessing the Energy Assurance Daily at [www.oe.energy.gov](http://www.oe.energy.gov). The Energy Information Administration's State energy profile data are also helpful for this task.

### **Local Grantees:**

**Project Management Plans (PMPs) and Workforce Development Plans (WDPs) are due within 45 days of the grant award date. ARRA 1512 reports for the current quarter must be filed no later than COB July 10, 2010.** PMPs and WDPs are submitted via the EERE-PMC website: <https://www.eere-pmc.energy.gov/SubmitReports.aspx>. ARRA 1512 reports are submitted via [www.federalreporting.gov](http://www.federalreporting.gov). Further information and sample reporting templates are available at: [www.energyassurance.us](http://www.energyassurance.us). Additional questions may be addressed by Attachment 3 (Federal Assistance Reporting Checklist) of the Assistance Agreement, or through contact with the DOE/NETL Project Officer.

### **REMINDERS:**

**Project Management Plans and Workforce Development Plans** must be kept current. Substantial changes to a project may warrant an updated plan.

**States are encouraged to implement timely expenditures of their grant dollars** in accordance with the ARRA grant guidance and the Cost plans submitted to DOE/NETL.

**EEAC and EAP contact information updates** are still needed from some States. Information should include name, title, agency name, mailing address, phone, and e-mail address. All contact information should be sent to: [ISERAdmin@oe.netl.doe.gov](mailto:ISERAdmin@oe.netl.doe.gov).

## News from the States

### **Renewable Energy Goals signed into law by Alaska** Governor Sean Parnell.

The new law establishes a goal for the State to obtain 50% of its electricity from renewable sources by 2025. The law also creates a revolving loan fund geared toward financing small business energy-efficiency development initiatives. For more information, visit: <http://gov.alaska.gov/parnell/press-room/full-press-release.html?pr=5424>.

**Other State and local success stories** are forthcoming on ISERNet at: <https://www.oe.netl.doe.gov/isernet>.

### **Options exist for State and local energy emergency exercises.**

Each State grantee is required to complete both an intra-State and an inter-State (multi-State) disruption response exercise as part of developing and testing its Energy Assurance Plan. A State may meet its intra-State exercise requirement either by participating in an existing State-level exercise that includes an energy-related component, or by hosting an energy-specific exercise. Those States choosing the latter may benefit from using the “**Tabletop in a Box**” toolkit developed by NARUC and NASEO, which will be made available to States after a series of trial exercises to be hosted by NARUC beginning this summer.

The inter-State (multi-State) exercise requirement may be met in two ways. A State may host its own exercise, or it may participate in one of DOE’s regionally-focused exercises. These will be hosted by DOE/OE and NASEO beginning in early 2011. DOE/OE will look forward to feedback from States regarding potential inter-State exercise locations in the coming months.

DOE grant guidelines do not require local grantees to complete disruption response exercises. Many, however, have elected to include exercises as part of their project deliverables. These grantees may find it useful to either: a) incorporate an energy component into an existing city emergency response exercise, or b) participate in an existing State-level exercise.

## Training Opportunities

### **Local Grantees:**

**Informational webinars and regional conference calls will provide useful support to local grant recipients as they begin the energy assurance planning process.** PTI and DOE/OE will coordinate an ongoing series of instructional webinars and regional conference calls for local grantees, which will provide information on the planning process and a forum for grantees to ask questions and share best practices. Details will be emailed to local planners.

### **State Grantees:**

**Regional energy assurance conference calls are a great way for State grant recipients to share their experiences and get important program questions answered.** NASEO and DOE/OE will continue to coordinate calls on a quarterly basis going forward, with the next round to begin in late August/early September. Details will be emailed to State planners.

**DOE and NASEO will host an upcoming webinar on GIS systems to map and track energy infrastructure data.** The session will feature an introduction to tools developed by the Department of Homeland Security (available free of charge to users registered with the Homeland Security Information Network), as well as other systems. Details are forthcoming.

## Other Useful Information and Links

### **State Grantees:**

During the Energy Assurance Planning Data Workshop in Denver, CO, questions arose with respect to obtaining a list of suppliers from the Energy Information Administration’s **EIA-782C** survey. Questions/Inquiries should be directed to Ms. Tammy Heppner, 782C Project Manager, at:

[Tammy.Heppner@eia.doe.gov](mailto:Tammy.Heppner@eia.doe.gov).

## Upcoming Events

### **NARUC Summer Meeting – July 18-21, 2010, Sacramento, CA**

The National Association of Regulatory Utility Commissioners Summer Meeting will include sessions on Smart Grid/demand response implementation; feed-in tariffs; and State regulation and climate policy, as well as other topics. For more information, visit: <http://summer.narucmeetings.org/>.

### **NCSL Legislative Summit – July 25-28, 2010, Louisville, KY**

The National Conference of State Legislatures Legislative Summit will feature numerous sessions on energy-related subjects, including Smart Grid development, America’s energy future, and investing in the Nation’s infrastructure. For more information, visit: <http://www.ncsl.org/Meetings/LegislativeSummit10/Home/tabid/19794/Default.aspx>.

### **NASEO Annual Meeting – Sept. 28-Oct. 1, 2010, Boston, MA**

The NASEO Annual Meeting will allow State energy directors, technical energy staff, Federal and regional officials, and other stakeholders to participate in informative sessions on numerous energy-related topics. For more information, visit: <http://naseo.org/events/annual/index.html>.

## Guidance from NASEO

The National Association of State Energy Officials (NASEO) has a list of 10 helpful guidelines for States and localities rewriting their energy assurance plans. The *ARRA EAP* is highlighting two of these guidelines each quarter over the course of five issues. What follows is the third installment of this series. For more information contact Jeff Pillon at [jpillon@naseo.org](mailto:jpillon@naseo.org).

### ***Be Prepared to Work with the Media***

Being the designated “expert” places a special burden on the State’s energy emergency information contact. Because energy officials tend to work closely with emergency management agencies, it is important to clarify which individual is the official spokesperson for the emergency. Officials must remember the first commandment – no matter where an energy office is located, the Governor will become involved. It is important to know the Governor’s press office protocols before the first reporter calls.

It almost goes without saying, but knowing the numbers will allow the spokesperson to say something intelligent without being pulled by the media into speculative territory. Reports to the media must be kept simple, numbers-driven, upbeat, and short. Numbers make excellent responses to loaded or antagonistic questions. The spokesperson should try to think ahead of the possible questions.

#### *Key things to focus on:*

- Understand the Governor’s press office protocols.
- Know the State government’s communications hierarchy.
- Know what to say, when to say it, and who is responsible for saying it.
- Stay abreast of events.
- Make sure the director is briefed at least daily on the numbers as well as the situation.
- Practice responding to hostile questions.
- Know “when to hold ‘em and when to fold ‘em.”

### ***Keep Your Energy Assurance Plan Up-to-Date***

The energy supply industry is dynamic. Mergers, technology, changes in consumption patterns, and political events all impact a State’s energy profile. Planners should assume that some of their plans’ information will be questionable within two to three years and significantly out-of-date in five to seven years. States should budget money and staff for plan upgrades.

#### *Key things to focus on:*

- Review the State’s Energy Emergency Preparedness Plan on a regular basis.
- Assess changes in local and national markets as they impact the State.
- Coordinate planning with the State’s emergency agency.