



Dane County Clean Energy Economic Development Grant Fund Guidelines & Application Materials

Background

Dane County established the Clean Energy Economic Development Grant Fund (the Fund) in 2018 and assigned administration of the Fund to the Office of Energy & Climate Change.

The Office of Energy & Climate Change worked with stakeholders to establish the purpose of the Fund, consistent with state and county policy. OECC determined that initiatives receiving grants from the Fund should address at least one of the following:

- Maximize energy-related economic development benefits.
- Promote advancements in energy use and generation in the most just and equitable ways.
- Create jobs and increase economic productivity in Dane County.
- Advance cutting-edge energy technologies and programs that can be replicated in other counties in Wisconsin and across the nation.

In April 2020, the Office of Energy & Climate Change issued Dane County's first countywide, economy-wide climate action plan (CAP), [*Today's Opportunity for a Better Tomorrow: 2020 Dane County Climate Action Plan*](#). The CAP identified more than 100 climate action strategies that will cut cumulative countywide carbon-equivalent emissions in half by 2030 while also:

- Addressing historic equity and justice issues
- Delivering economic benefits to all parties
- Improving health and wellness of all residents
- Increasing our ability to adapt and be resilient to a changing climate
- Bridging the rural and urban divide, creating solutions that work for everyone in the county
- Enhancing our natural environments, delivering ecosystem benefits

Relative to the Clean Energy Economic Development Grant Fund, the Office of Energy & Climate Change's primary priority is to make progress on the outcomes identified in the CAP (see Figure 1). Accordingly, we are seeking to fund grants that can accelerate progress on specific CAP priorities associated with those outcomes. This Request for Proposals (RFP) represents the first time that the OECC is soliciting proposals associated with the Fund. A total of \$135,000 is available for grants at this time. See the *Grant Award Amounts* section below for details on anticipated grant amounts.

Figure 1: Climate Action Plan Outcomes

Emissions Targeted	Goal
Energy Usage	Reduce 2% annually by 2030, 3% by 2035 and 4% by 2040
Commercial building energy use	Reductions by 2025 with all new buildings using 75% less energy by 2040
Heat pumps	Convert ½ LP and oil heat homes by 2030; all by 2045 All new homes with heat pumps by 2040
Water – per capita demand	Decrease by 20% by 2030 and by 30% by 2040
Solar	1200 MW installed by 2030; with wind meet 100% of load by 2045
Wind	Meets half Dane County load by 2030; with solar meet 100% by 2045
Manure in anaerobic digesters	Half of all manure in county by 2030; 100% by 2050
Electric Vehicles (EVs)	57% sales share by 2040
Heavy-Duty Vehicles	60% use biogas by 2026
Transit buses	50% are electric by 2035
Vehicle Miles Traveled (VMTs)	15% reduction in total VMTs by 2050
Carbon Sequestration	Increase carbon sequestration in soil and plants

Project Eligibility

The Office of Energy & Climate Change intends to provide grants to eligible applicants for initiatives that will make progress one or more of the CAP outcomes described in Figure 1. (See *Eligible Applicants* for details on who can apply.) In 2020, we expect most projects will be scoping efforts that refine CAP recommendations into a program or policy plan that is ready to implement. Also eligible are initiatives that combine some level of service delivery or engagement coincident with the development of a related project scope, especially if those efforts provide some continuum of progress in a specific area.

See below for the 2020 priority initiatives. The number in italics after the recommendation refers to where you will find the discussion of this priority in the CAP. We seek efforts focused on:

- Launching the energy facilitator initiative outlined in the CAP with an emphasis on targeting one or more underserved populations (such as minority-owned businesses, rural households or households where English is not the first language) (*81-84*)
- Expanding consumer access to solar power countywide, with an emphasis on populations (e.g., renters, frontline communities) that typically have more barriers to solar power (*108*)
- Identifying and reducing energy usage in high energy use intensity commercial buildings across Dane County (*87*)
- Accelerating the electrification of single- or multi-family homes in Dane County with an emphasis on homes heated with propane and fuel oil and/or with an emphasis on new construction (*68*)
- Accelerating Dane County dairy farm participation in manure digesters (*119*)
- Advancing progress on a climate-health-equity challenge in the county (*36-42*)
- Encouraging the Dane County business community to institutionalize long-term support for telecommuting as a way to reduce vehicle miles traveled (*n/a*)
- Accelerating electric vehicle adoption in the county with an emphasis on addressing equity (*94-99*)
- Quantifying the carbon sequestration opportunities associated with one or more agricultural or land use practices (*116-122*)

These priorities are NOT in a ranked order of importance. All of the items listed above are priorities.

We are particularly interested in applicants who can deliver a scoping study by the middle of 2021 because this maximizes the opportunities to secure funding for the scope of work outlined.

Eligible Applicants

The grant program eligibility is broad. We welcome proposals from for-profit and non-profit businesses, including consultancies, community-based organizations and advocacy groups, as well as local and tribal governments and institutes of higher education.

Application Deadline

The deadline for applications is Tuesday, December 8, 2020 at 2 pm CST per the *Application Timeline* below.

Application Timeline

The following timeline applies to the 2020 grant process

DATE	EVENT
November 9, 2020	Grant Guidelines Issued
December 8, 2020	Proposals due (2:00 p.m. CST)
Week of December 21	Grant Awards

Evaluation and Selection Process

An advisory team will evaluate applications based upon the following criteria:

- | | |
|--|-----------------|
| Project Narrative | Up to 50 points |
| <ul style="list-style-type: none">• Project plan is clear and achievable• Plan is consistent with vision laid out in the CAP• Plan integrates equity considerations• Plan is realistic given current Wisconsin policies and the limits on county authority• <i>High likelihood that investment will yield a plan that is actionable and effective in achieving a key aspect of Dane County's climate action plan</i> | |
| Team Qualifications | Up to 25 points |
| <ul style="list-style-type: none">• Team has knowledge and expertise to perform tasks outlined in plan• Team reflects diverse nature of the target population(s) in Dane County, including qualified WBEs or MBEs• The majority of the team members are local to Dane County• <i>High likelihood that this team will deliver what's promised in the narrative</i> | |
| Cost | Up to 25 points |
| <ul style="list-style-type: none">• Estimated costs are competitive given the work proposed• Applicant is providing match of at least 10%• <i>High likelihood that this grant is a good investment for the County</i> | |

Grant Award Amounts

Grant award amounts will be based on the budget submitted with the application and available funding. We anticipate that most grants will be in the \$10,000 to \$15,000 range with higher awards (up to \$25,000) where the applicant is proposing to deliver services as part of the scoping work.

Match Requirements

Grants require the applicant to provide at least a 10% match. This match can include funding from other sources including in-kind donations, other private donations, state or federal grants, or local units of government.

Reporting and Monitoring

All grant recipients must submit a final report.

For projects lasting longer than six months, OECC will require interim progress reports on the status of the efforts.

Final report for all grants should detail the findings of the scoping study and, at a minimum, include the following sections:

- **Lay of the land**, describing the current situation in Dane County including opportunities and barriers, existing related initiatives, and relevant stakeholders.
- **Program approach, including theory**, describing how Dane County and its partners could achieve the stated objectives. The section should include discussion of the barriers and accelerants, actions to overcome the barriers and/or leverage the accelerants, as well as the anticipated outcomes.
- **Partners and Allies**, listing potential program partners and/or allies.
- **Budget Scenarios**, describing at least two budget scenarios detailing the resources needed to launch an effort and then operate it on an annual basis. Budget scenarios should include an ideal funding level as well as a minimum-viable funding level.
- **Impact Scenarios**, estimating the impacts associated with the budget scenarios described with justification for those estimates.
- **Funding Opportunities**, identifying the potential sources of funding and/or support for this effort. This section should focus on funding beyond the state of Wisconsin, Dane County or Focus on Energy—presume that we know about those sources of funding and instead list other opportunities.

If the project also included some service delivery, the final report should also provide a summary of services provided and the participants who received those services.

Clean Energy Economic Development Grant Fund Contact

Applicants with questions about the grant funding should email questions to OECC@countyofdane.com.

Clean Energy Economic Development Grant Application Materials

Apply for the Clean Energy Economic Development Grant online at <https://forms.gle/ivfqJ6Dy1D26xEVbA>.

The next pages contain a summary of the questions in the online application for information purposes only. All applications must be submitted online.

Application Form

(Complete Application online at <https://forms.gle/ivfqJ6Dy1D26xEVbA>)

Part 1: Contact Information

Organization Submitting Grant

Contact Person

Title

Email

Phone

Mailing Address

Team assisting to complete the work:

Name, Title, Organization, email

Part 2: Grant Request

Which Priority Are You Proposing to Address?

- Launching the energy facilitator initiative outlined in the CAP with an emphasis on targeting one or more underserved populations (such as minority-owned businesses, rural households or households where English is not the first language)
- Expanding consumer access to solar power countywide, with an emphasis on populations (e.g., renters, frontline communities) that typically have more barriers to solar power
- Identifying and reducing energy usage in high energy use intensity commercial buildings across Dane County
- Accelerating the electrification of single- or multi-family homes in Dane County with an emphasis on homes heated with propane and fuel oil and/or with an emphasis on new construction
- Accelerating Dane County dairy farm participation in manure digesters
- Advancing progress on a climate-health-equity challenge in the county
- Encouraging the Dane County business community to institutionalize long-term support for telecommuting as a way to reduce vehicle miles traveled
- Accelerating electric vehicle adoption in the county with an emphasis on addressing equity
- Quantifying the carbon sequestration opportunities associated with one or more agricultural or land use practices

Are you proposing a scoping study or service delivery coupled with scoping?

- Scoping Study
- Service Delivery Coupled with Scoping

If Scoping Study Only: Project Narrative: Please tell us how you plan to gather information and complete a report that addresses the components identified in the grant materials (3,000 character limit)

OR

If Service Delivery + Scoping Study: Project Narrative (2 Parts):

1. Please tell us what services you plan to deliver (2,000 character limit)

- Please tell us how you plan to complete the report (that addresses the components identified in the grant materials) in conjunction with that service delivery (2,000 character limit)

Part 3: Budget

Upload a budget (as a PDF) using the following format:

Clean Energy Economic Development Fund Grant - Budget Template			
BUDGET REQUEST	<u>Hourly Rate</u>	<u>Hours on Project</u>	<u>Item Cost</u>
<i>Personnel</i>			
Jane Smith	\$75	100	\$7,500
Amy Jones	\$50	10	\$500
Other Team Member2			
Other Team Member3			
	<u>Rate</u>	<u>Amount</u>	<u>Item Cost</u>
<i>Travel</i>			
Describe travel			0
Describe travel			
	<u>Rate</u>	<u>Amount</u>	<u>Item Cost</u>
<i>Supplies</i>			
Describe Supplies			0
Describe Supplies			
	<u>Rate</u>	<u>Amount</u>	<u>Item Cost</u>
<i>Other</i>			
Describe Other			0
Describe Other			
Total Budget Requested			\$8,000
Match of 10%	<u>Hourly Rate</u>	<u>Hours on Project</u>	<u>Item Cost</u>
<i>Personnel</i>			
Primary Contact Name			
Amy Jones	\$50	16	\$800
Other Team Member2			
Other Team Member3			
	<u>Rate</u>	<u>Amount</u>	<u>Item Cost</u>
<i>Travel</i>			
Describe travel			0
Describe travel			
	<u>Rate</u>	<u>Amount</u>	<u>Item Cost</u>
<i>Supplies</i>			
Describe Supplies			0
Describe Supplies			
	<u>Rate</u>	<u>Amount</u>	<u>Item Cost</u>
<i>Other</i>			
Describe Other			0
Describe Other			
Total Project Match			\$800

Part 4: Qualifications

How is your team uniquely qualified to conduct this effort? (1,000 character limit)

Attach a single PDF with one-page resumes for people involved in this project.