

**South Carolina Office of Regulatory Staff
Energy Office Grant Solicitation**

**Development and Management of Low Interest Energy Efficiency Revolving Loan
Program for Commercial and Industrial Borrowers
Operating and Located in the State of South Carolina**

The Office of Regulatory Staff (ORS) is soliciting proposals for development and administration of a low interest revolving loan program to support energy efficiency, renewable energy and alternative transportation projects in the commercial and industrial sectors of businesses operating and located in the State of South Carolina.

Funding for this award was originally appropriated by U.S. Department of Energy (DOE) under the American Recovery and Reinvestment Act of 2009 (ARRA), CFDA #81.041 and is currently reported under the State Energy Program (SEP) grant DE-EE0006996, CFDA#81.041.

GRANT PERIOD: Date of Execution until Notification of Termination.

GRANT FUNDS		
Maximum Grant Award:	\$2,000,000.00	
Disbursement of Funds	Upon Initial Award	Grant Balance upon demonstration of need for funds
Amount	\$1,000,000.00	\$1,000,000.00

The Initial Award will be disbursed upon the completion of a fully executed agreement. Additional disbursements will be processed as documented need is provided. **The grant administrative budget may not exceed 10% of the award.** Administrative costs are those costs necessary for oversight and management of the revolving loan program and financial management of the grant. Funds must be maintained in an interest bearing account and all interest income must be rolled back into the Revolving Loan Program to be used to fund additional loans.

The response to this solicitation must include an application form and a Program Administration Plan. The Plan must include, at a minimum, the following:

- a. Plans for complying with DOE requirements (see Grant Requirements Exhibit A, Exhibit A Appendix, Exhibits B and C), including records retention, audit requirements and generally accepted accounting principles, determining if prospective recipients are on the Federal Debarment list;
- b. Plans for publicizing and soliciting applications;
- c. Plans for ensuring loan recipients comply with Davis Bacon, Buy American and Historic Preservation provisions of the ARRA requirements;

- d. Plans for communicating with the Energy Office, including provision of quarterly programmatic and financial reports;
- e. Procedures for technical review of loan requests;
- f. Procedures for inclusion of low to moderate income communities in underserved areas;
- g. Procedures for closure of loan funds and for closure of loan program should that become necessary;
- h. Plans for risk management, security and actions in the case of a default; and
- i. Procedures for justifying and tracking administrative costs, if any will be taken for the program;

Eligible Grant Applicants: Eligible applicants include public, private, or non-profit entities which have four or more years' experience offering revolving loan funding to commercial and industrial entities operating and located in the state of South Carolina and which are examined by the SC Board of Financial Institutions, FDIC, or other federal oversight organization. Knowledge of energy efficiency measures, renewable energy and alternative transportation is important, as is familiarity with federal ARRA requirements including Davis-Bacon and Buy American provisions.

Timeline: The loan program must be developed, approved by ORS, and available for potential borrowers within two months of award.

Application Process: Applications should be submitted on the attached form, with supporting materials included as attachments. Applications must be received by ORS by close of business on August 18, 2017. All applicants will be notified of the outcome. Please complete the application, scan, and email to ORS at tjerman@regstaff.sc.gov.

Grant Requirements:

The successful applicant will be required to agree to the terms and conditions required for expenditure of federal ARRA funds, attached as:

- Exhibit A - DOE Special Terms and Conditions
- Exhibit A Appendix - Special ARRA Provisions
- Exhibit B - National Policy Requirement Matrix
- Exhibit C – DOE Program Notice 10-008E

Reporting:

The successful applicant will be asked to provide quarterly reports to meet federal reporting requirements regarding loan issuance, fund balance and any problems or issues encountered or anticipated in administering the revolving loan fund.

Maintenance of Records and Audit Requirements:

Recipient must maintain records pertinent to all grants, agreements and accounts in accordance with generally accepted accounting principles. These records shall be made available to ORS, or any of its designated representatives, for examination and audit. Recipient must comply with

audit requirements for federal funds, 2 CFR 200 as amended by 2 CFR Part 910 Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, Audits of States, Local Governments, and Non-Profit Organizations.

Review and Award Process: Applications will be reviewed and evaluated by the Energy Advisory Council (EAC) based on criteria listed below. The EAC will make a recommendation to the Executive Director of the ORS.

- Degree to which the applicant is familiar with energy efficiency, renewable energy and alternative energy projects;
- Ability of the applicant to deliver the program within the specified time frame;
- Demonstrated experience in overseeing ARRA specific requirements such as Buy American provision, and Davis Bacon requirements;
- Demonstrated experience in marketing specific loan programs;
- Demonstrated relationships with the banking community;
- Demonstrated ability of the applicant's organization to allow for leveraging and to support the program in a sustainable manner;
- Demonstrated plan for reasonable usage of administrative funds; and
- Quality and Feasibility of Proposed Program Administration Plan

ORS anticipates the Executive Director will make a final decision within ten working days of the EAC decision.

Questions

All questions regarding this solicitation and the application process should be addressed to Trish Jerman at 803-737-8030, or tjerman@regstaff.sc.gov.