

**SOUTH CAROLINA OFFICE OF REGULATORY STAFF**  
**ENERGY OFFICE COMPETITIVE DEMONSTRATION PROJECT GRANTS**  
1401 Main Street, Suite 800, Columbia, SC 29201  
Contact: Mr. Conn Fraser  
Email: [cfraser@regstaff.sc.gov](mailto:cfraser@regstaff.sc.gov) / Office Phone: (803) 737-5229  
Federal Award ID: DE-EE0006996/02 – CFDA #81.041

*Project Mini-Grants are for new projects ONLY. Acceptance of an application does not guarantee nor represent approval of a grant.*

**I. Applicant Information: Please print clearly or type**

Type of Project: (must check one)      Energy Efficiency                      Renewable Energy  
  
Alternative Fuels/Transportation

Brief Project Title: \_\_\_\_\_

Name of Institution: \_\_\_\_\_

Street Address: \_\_\_\_\_  
\_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Federal Tax ID#: \_\_\_\_\_ DUNS/SAM #: \_\_\_\_\_

(Required if awarded-[click here for DUNS/SAM Form](#))

Project Coordinator: \_\_\_\_\_  
(print or type name and title)

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Organization Head/Signatory: \_\_\_\_\_  
(print or type name)

Title: \_\_\_\_\_ Email: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

**II. Type of Institution: Please check appropriate description**

K-12 Public School      Local Government      State Agency      501(C) (3) Corporation  
College/University/Technical College      Other Governmental Entity:      Specify \_\_\_\_\_

**III. Project Description**

**A. Project Overview:** Provide a detailed description of your proposed project. Include location, use of facility, and plans to use the project to educate the public about energy efficiency, renewable energy or alternative fuels. Please consult the review and award process criteria located in the mini-grant solicitation document when preparing your project overview description. (Attach additional sheets if necessary. If your project receives funding, your project deliverables will be created from your description herein.)

**B. Project Metrics Summary:**

Estimate the total benefits that will result from the installation/implementation of the project.

**Attach documentation to support calculations**

Funds Requested ( <i>Not to exceed \$10,000</i> )	\$
Total Project Costs ( <i>Energy Office Grant <b>PLUS</b> any other funding sources, including staff time for installation, etc.</i> )	\$
Total Project Annual Energy Savings by Fuel Type ( <i>Express in BTU</i> )	/BTU
Total Projected Annual Cost Savings	\$
Total Projected Life-Cycle Cost Savings ( <i>base calculation on 15-year equipment life</i> )	\$
Simple Payback Period ( <i>calculate simple payback by dividing total cost by annual savings</i> )	/years

Environmental Benefits (greenhouse gas reduction, etc.):

**IV. TOTAL PROPOSED PROJECT BUDGET**

Cost Categories	Projected Costs
	\$
	\$
	\$
	\$
<b>Total Proposed Project Budget</b>	\$

**V. PROJECT DURATION**

Proposed Project Start Date	Estimated Project Completion Date <i>(MAY NOT BE LATER THAN MAY 18, 2018)</i>

**VI. DEFINITIONS**

1. Annual Cost Savings: Annual energy cost savings as a result of implementation of an energy measure. When appropriate, the Annual Cost Savings may also include the annual reduction in maintenance expenses and the savings from reallocation of personnel to other functions.
2. Environmental Benefits: Benefits such as avoided greenhouse gas emissions in units of carbon dioxide equivalent (CO<sub>2</sub>e) may be determined using calculators including: <https://www.epa.gov/energy/greenhouse-gas-equivalencies-calculator>. Other environmental benefits could include improved water quality, noise reduction, etc.
3. Life Cycle of Energy Measure: The planned duration of cost savings, taking into consideration the generally accepted life of materials installed and equipment placed in service, the remaining useful life of the building, and other pertinent factors.
4. Life Cycle Cost Savings: The Annual Cost Savings multiplied by the Lifecycle of the Energy Measure.
5. Payback Period: The Payback Period is the total project cost, divided by the expected annual savings.

6. Project Annual Energy Savings: The sum of annual energy savings for all energy measures included in the project.
7. Project Cost Savings: The sum of annual cost savings for all energy measures included in the project.
8. Project Life Cycle Cost Savings: The sum of Life Cycle Cost Savings for all energy measures included in the project.
9. Total Project Cost: The estimated cost to implement full Project. The Total Project Cost includes costs to be paid from all funding sources.

## VII. APPLICANT'S OBLIGATION(S)

*By submitting a grant application, the applicant understands all applicable funding obligations (See Attachment A and B) – [\(click here for US DOE & NEPA Requirements\)](#)*

1. **Applicant's Responsibility** - The Applicant shall be fully acquainted with conditions relating to the scope and restrictions applicable to an award as a result of this application. The failure or omission of Applicants to acquaint themselves with existing conditions shall in no way relieve them of any obligation with respect to the award. Recipients and sub-recipients must comply with all applicable federal, state and local laws and regulations.

The Applicant will be required to assume sole responsibility for the complete effort as required by the award. The Energy Office will consider the applicant to be the sole point of contact with regard to all award matters.

Schools are responsible for complying with all construction, renovation and retrofit requirements of the Office of School Facilities (OSF), SC Department of Education. The Energy Office does not assume any responsibility for obtaining or verifying OSF compliance.

2. **Funding Source** - Funding for the Competitive Grant Program is provided entirely from the federal State Energy Program and, consequently all federal regulations and reporting requirements apply. Additionally, the SC Office of the State Auditor requires revolving loan funds retain their character as federal expenditures and disbursements by the Energy Office are to be reported on the Schedule of Expenditures of Federal Awards.

- a. Federal Award Identifier: **DE-EE0006996\02**
- b. CFDA Number: **81.041**

3. **Monitoring Visit** - ORS will conduct an on-site project monitoring/inspection visit prior to making the final grant disbursement.
4. **Federal Audits** – Annual financial statements are required to be audited by a Certified Public Account (CPA) in accordance with the applicable OMB Circular and/or AICPA Standards. These funds are required to be listed on the Schedule of Federal Expenditures under CFDA #81.041. Within nine (9) months of the close of your fiscal year recipients will forward to the Office of Regulatory Staff financial statements that reflect the receipt of these federal funds.

## VIII. SIGNATURE PAGE

### **Applicant's Signatory Official:**

*"I certify that by signing below, a) I have the legal authority to bind my organization and request this grant; b) if approved, this grant will be used for the authorized scope of work; c) my organization owns the property involved in any energy retrofit project listed herein, and; d) as the Recipient, I fully understand the responsibilities of accepting the federal funds identified herein."*

**Name:** \_\_\_\_\_ (typed/printed)

**Title:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ (L.S.) (*blue ink*)

**Date:** \_\_\_\_\_

Please send any electronic application submissions to Julia Parris at [jparris@regstaff.sc.gov](mailto:jparris@regstaff.sc.gov).

Physical application documents may be mailed to Julia Parris, Energy Office, 1401 Main St., Suite 800 Columbia, SC, 29201.

Please direct submission questions to Julia Parris at [jparris@regstaff.sc.gov](mailto:jparris@regstaff.sc.gov) or (803) 737-9825.

Please direct grant questions to Conn Fraser at ([cfraser@regstaff.sc.gov](mailto:cfraser@regstaff.sc.gov)) or (803) 737-5229.