

AGENCY: ENVIRONMENTAL PROTECTION AGENCY (EPA)

TITLE: Market-Based Approaches to Reducing Greenhouse Gas Emissions Through Energy Efficiency in Homes and Buildings

ACTION: Request for Proposals (RFP)

RFA NO: EPA-OAR-CPPD-07-08

CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA) NO: 66.034

SUMMARY: Formal Agency responses to questions/comments regarding the subject solicitation.

DATE: August 29, 2007

Question 1: How do I know if my project is eligible to apply under this solicitation?

Answer 1: Your project should address one or more of the areas identified in Section 1.B.

Question 2: EPA is planning to award both grants and cooperative agreements- what's the difference? I assume the cooperative agreement would mean more day-to-day involvement with the agency. Does the applicant apply for the cooperative agreement specifically, or does EPA make that determination? If so, how does that work?

Answer 2: A cooperative agreement will entail substantial involvement from the EPA Project Officer. SAMPLE involvement may include but is not limited to the following activities:

- Monthly telephone calls, emails or other meetings.
- Planning discussions with the Project Officer before engaging in each of the major activities included in this project.
- The EPA Project Officer will review all drafts of written materials which reference EPA program information going out to the public before printing/distribution.
- The EPA Project Officer will review all completed project activities before approving subsequent project phases.

You may request a cooperative agreement at any level of funding, but the ultimate decision of which mode to use is at EPA's discretion. The selection of the EPA Project Officer for both grants and cooperative agreements is also at EPA's sole discretion. It is

expected that cooperative agreements will be used for assistance agreements valued at \$100,000 and greater.

Question 3: The announcement states that the total estimated funding for this opportunity is \$5.8 M. Later it states that the FY2008 spending will not exceed \$1.9M. What is the real maximum amount an applicant can seek for TOTAL PROJECT COST, assuming a project takes 2 or 3 years?

Answer 3: \$5.8 million is the approximate total amount that EPA will contribute to awards made under the solicitation. That is the approximate total amount of EPA money will award for the life of these grants. EPA's budget is appropriated by congress on a Fiscal Year basis- beginning October 1st and ending September 30th. For Fiscal Year 2008 (beginning October 1st 2007), EPA funding is not expected to exceed \$1.9 million. EPA will not award the full \$5.8 million this year. Multi-year grants will be funded on an annual basis, consistent with project progress, as well as availability of funds and spending priorities. The maximum project costs to be paid by EPA appears to be approximately \$1.2 million. That would be \$400,000 x three years.

Question 4: Are construction projects eligible to receive funds under this announcement?

Answer 4: The EPA will not be awarding construction grants under this solicitation. However, there might be other parts of your project that meet the scope of work interests identified in the RFP. Please review Section 1.B. to determine if your project meets the one or more of the area's of interest for this solicitation.

Question 5: Are projects that deal with residential issues eligible to apply?

Answer 5: As stated in section 1 B. Scope of Work, improving energy performance in the residential market through increased use of high efficiency products is among the proposed activities targeted for this solicitation. Other residential energy efficiency projects while not called out are not excluded from consideration.

Question 6: Are projects that deal with advanced metering and information infrastructure in the residential sector eligible to apply?

Answer 6: While not called out, projects that deal with advanced metering and information infrastructure in the residential sector are not excluded from consideration. However, as stated in section 1. B, Scope of Work, through this solicitation, CPPD seeks to create lasting change in the market for energy efficient products, services and best practices in order to reduce greenhouse gas emissions associated with unnecessary energy use in homes, buildings, and industry. As such, all proposed projects should demonstrate energy efficiency benefits associated with a technology, service, or best practice. In addition, proposals submitted for consideration should (1) identify unique constituencies and approaches or channels for working with stakeholders; (2) demonstrate and understanding of the technologies and market structure for delivery of the technologies, or best practices, to end users; (3) identify market barriers to create adoption of energy

efficient technologies, or best practices; (4) delineate strategies for overcoming barriers identified.

Question 7: Are projects dealing with mobile sources and fuel switching eligible to apply?

Answer 7: Mobile sources and fuel switching are not the focus of this solicitation.

Question 8: Are there any earmarked projects set to receive funds under this solicitation?

Answer 8: No earmarked projects are funded independently of any competitive announcement. This solicitation is an open request for proposals from all eligible applicants.

Question 9: If we propose conducting a survey as part of a cooperative agreement with EPA, will the survey require OMB approval?

Answer 9: When a cooperative agreement's scope of work includes the survey or collection of identical information from 10 or more persons, the Paperwork Reduction Act requires EPA to obtain Office of Management and Budget (OMB) clearance. Similarly, when a grant's scope of work includes the survey or collection of identical information from 10 or more persons and EPA wants to influence, design or develop the activities of the survey, then EPA must obtain OMB approval.

Question 10: Has the EPA already selected which States might receive funding under this solicitation?

Answer 10: No, this is an open request for proposals from all eligible applicants. *Eligible applicants include but are not limited to states.*

Question 11: How do I know if my organization is eligible?

Answer 11: Proposals will be accepted from States, local governments, territories, Indian Tribes, and possessions of the United States, including the District of Columbia, international organizations, public and private universities and colleges, hospitals, laboratories, other public or private nonprofit institutions.

Non-profit organization, as defined by OMB Circular A-122, located at 2 CFR Part 230, means any corporation, trust, association, cooperative, or other organization which: (1) is operated primarily for scientific, educational, service, charitable, or similar purposes in the public interest; (2) is not organized primarily for profit; and (3) uses its net proceeds to maintain, improve, and/or expand its operations. For this purpose, the term "non-profit organization" excludes (i) colleges and universities; (ii) hospitals; (iii) state, local, and federally-recognized Indian tribal governments; and (iv) those non-profit organizations which are excluded from coverage of this part in accordance with § 230.20 (c).

Non-profit organizations described in Section 501(c)(4) of the Internal Revenue Code that engage in lobbying activities as defined in Section 3 of the Lobbying Disclosure Act of 1995 are not eligible to apply.

Question 12: Will the deadline for application be extended beyond 8/30/2007?

Answer 12: No.

Question 13: Will EPA fund under this solicitation the purchase of energy efficient equipment and products?

Answer 13: This solicitation is authorized under Clean Air Act 103, which allows for funding the following activities: conducting and promoting the coordination and acceleration of research, investigations, experiments, demonstrations, surveys, and studies relating to the causes, effects (including health and welfare effects), extent, prevention, and control of air pollution. Therefore, under this solicitation allowable expenses must be related to research, investigations, demonstrations, surveys and/or studies and adhere to federal regulations 40 CFR Parts 30 or 31.

Question 14: Is the EPA looking for the development of strategies and materials for the promotion energy efficiency in homes and buildings, or for the implementation of strategies and programs to that end?

Answer 14: Both efforts would qualify, in RFP EPA-OAR-CPPD-07-08, Section I. Funding Opportunity Description, Part B. Scope of Work, proposals submitted for consideration should: (1) identify unique constituencies and approaches or channels for working with stakeholders; (2) demonstrate an understanding of the technologies and market structure for delivery of the technologies, or best practices, to end users; (3) identify market barriers to greater adoption of energy efficient technologies, or best practices, (4) delineate strategies for overcoming barriers identified.

Question 15: How will my proposal be evaluated?

Answer 15: All proposals will be evaluated based on the criteria provided in Section V A. Evaluation Criteria. As stated, in "Project Summary/Approach", under this criterion, the Agency will evaluate the following factors: (i) the extent and quality of how the proposal narrative includes a well-conceived strategy addressing all the requirements in Section I, Part B (Scope of Work) and Part C (EPA Strategic Plan Linkage and Anticipated Outcomes/Outputs), (ii) extent to which the applicant clearly identified the key personnel, describes their qualifications and accountability on the project and includes how they will ensure timely and successful completion of project; contributions to market transformation in terms of engaging relevant and unique constituencies and stakeholders, identifying market barriers, developing strategies to overcome market barriers, and implementing key activities with discrete tasks and time lines, (iii) the extent and quality to which the proposal's goals are realistic and will be actually

implemented by project end, (iv) the proposal sets forth a reasonable time schedule for the execution of the tasks associated with the project(s).

Question 16: Does past performance refer to only what my specific group has done, or can we more broadly include examples from the whole organization?

Answer 16: Examples of past performance from your specific group are most relevant, but examples that demonstrate your institutional capacity to manage federally funded projects are relevant as well.

Question 17: If my organization is selected, how will we receive the money?

Answer 17: If selected, your organization will set up an account with the EPA Las Vegas Finance Center. Per each award (or increment for multi-year projects), EPA will credit your account accordingly. You will then draw funds to reimburse actual allowable expenses that have already been paid by your organization.

Question 18: Are State and Local climate change action plans considered eligible projects?

Answer 18: While not explicitly identified in the RFP, projects that deal with developing Climate Change Action Plans are not excluded from consideration. However, as stated in section 1. B, Scope of Work, through this solicitation, CPPD seeks to create lasting change in the market for energy efficient products, services and best practices in order to reduce greenhouse gas emissions associated with unnecessary energy use in homes, buildings, and industry. As such, all proposed projects should demonstrate energy efficiency benefits associated with a technology, service, or best practice. In addition, proposals submitted for consideration should (1) identify unique constituencies and approaches or channels for working with stakeholders; (2) demonstrate and understanding of the technologies and market structure for delivery of the technologies, or best practices, to end users; (3) identify market barriers to greater adoption of energy efficient technologies, or best practices; (4) delineate strategies for overcoming barriers identified.

Question 19: What's the deadline for submitting my proposal?

Answer 19: The deadline for receipt of hard copy proposal packages is **August 30, 2007, 4:00 p.m., EST**. Electronic submissions must be submitted via Grants.gov by **August 30, 2007, 11:59 p.m., EST**. Proposals received after the closing date and time will not be considered for funding.

Question 20: Does my organization need a DUNS Number? What if we can't get one registered by August 30, 2007.

Answer 20: You may apply for an EPA grant with a pending DUNS request. However, EPA must still receive your proposal by the specified time and date (August 30, 2007,

4:00 p.m. EST for hard copy submission; August 30, 2007, 11:59 p.m. EST for submission via grants.gov).

Question 21: If my organization does not have relevant past performance to report, please explain what is meant by "neutral score" in the RFP.

Answer 21: A neutral score will be assessed at 8 points out of a total of 15 points.

Question 22: What does "leveraging" mean?

Answer 22: "Leveraging", in this context, would mean obtaining additional resources to support the grant proposal.

Question 23: What organizations have received grants under: "Market Based Approaches to Reducing GHG Emissions through Energy Efficiency in Homes and Buildings" in the past?

Answer 23: It is important to emphasize that this is a new solicitation and request for proposals; however, awards were made in the past to the following organizations:

American Council for an Energy Efficient Economy
Small Business California
University of Alabama
Northeast Energy Efficiency Partnerships
National Environmental Education and Training Foundation
National Association of Regulatory Utility Commissioners

Question 24: The RFP states that proposed project periods may be up to three years. When completing the SF424a form, should the budget information include all years of funding?

Answer 24: Yes, please address all years of funding for the proposed project when completing the SF424a form.