

PART I - FACE SHEET

APPLICATION FOR FEDERAL ASSISTANCE		1. TYPE OF SUBMISSION: Application <input checked="" type="checkbox"/> Non-Construction															
Modified Standard Form 424 (Rev.02/07 to confirm to the Corporation's eGrants System)																	
2a. DATE SUBMITTED TO CORPORATION FOR NATIONAL AND COMMUNITY SERVICE (CNCS): 01/24/11		3. DATE RECEIVED BY STATE:															
2b. APPLICATION ID: 11ND125851		4. DATE RECEIVED BY FEDERAL AGENCY: 01/24/11															
		STATE APPLICATION IDENTIFIER:															
		FEDERAL IDENTIFIER: 10NDHMT001															
5. APPLICATION INFORMATION																	
LEGAL NAME: National Center for Appropriate Technology DUNS NUMBER: 081145500		NAME AND CONTACT INFORMATION FOR PROJECT DIRECTOR OR OTHER PERSON TO BE CONTACTED ON MATTERS INVOLVING THIS APPLICATION (give area codes): NAME: Holly Hill TELEPHONE NUMBER: (406) 494-4572 8652 FAX NUMBER: INTERNET E-MAIL ADDRESS: hollyh@ncat.org															
ADDRESS (give street address, city, state, zip code and county): 3040 Continental Dr PO Box 3838 Butte MT 59701 - 4506 County: Silver Bow																	
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 810361047		7. TYPE OF APPLICANT: 7a. National Non Profit 7b. National Non-Profit (Multi-State)															
8. TYPE OF APPLICATION (Check appropriate box). <input type="checkbox"/> NEW <input type="checkbox"/> NEW/PREVIOUS GRANTEE <input checked="" type="checkbox"/> CONTINUATION <input type="checkbox"/> AMENDMENT If Amendment, enter appropriate letter(s) in box(es): <input type="text"/> <input type="text"/> A. AUGMENTATION B. BUDGET REVISION C. NO COST EXTENSION D. OTHER (specify below):		9. NAME OF FEDERAL AGENCY: Corporation for National and Community Service															
10a. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:94.006 10b. TITLE: AmeriCorps National		11.a. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: National Energy Corps															
12. AREAS AFFECTED BY PROJECT (List Cities, Counties, States, etc): The Energy Corps program will partner with Service Sites in Arkansas, Iowa, Montana and Pennsylvania.		11.b. CNCS PROGRAM INITIATIVE (IF ANY):															
13. PROPOSED PROJECT: START DATE: 09/01/11 END DATE: 08/31/12		14. CONGRESSIONAL DISTRICT OF: a.Applicant <input type="text" value="MT 001"/> b.Program <input type="text" value="MT 001"/>															
15. ESTIMATED FUNDING: Year #: <input type="text" value="2"/>		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS? <input type="checkbox"/> YES. THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON: DATE: <input checked="" type="checkbox"/> NO. PROGRAM IS NOT COVERED BY E.O. 12372															
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">a. FEDERAL</td> <td style="text-align: right;">\$ 494,000.00</td> </tr> <tr> <td>b. APPLICANT</td> <td style="text-align: right;">\$ 463,626.00</td> </tr> <tr> <td>c. STATE</td> <td style="text-align: right;">\$ 0.00</td> </tr> <tr> <td>d. LOCAL</td> <td style="text-align: right;">\$ 0.00</td> </tr> <tr> <td>e. OTHER</td> <td style="text-align: right;">\$ 0.00</td> </tr> <tr> <td>f. PROGRAM INCOME</td> <td style="text-align: right;">\$ 0.00</td> </tr> <tr> <td>g. TOTAL</td> <td style="text-align: right;">\$ 957,626.00</td> </tr> </table>		a. FEDERAL	\$ 494,000.00	b. APPLICANT	\$ 463,626.00	c. STATE	\$ 0.00	d. LOCAL	\$ 0.00	e. OTHER	\$ 0.00	f. PROGRAM INCOME	\$ 0.00	g. TOTAL	\$ 957,626.00	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? <input type="checkbox"/> YES if "Yes," attach an explanation. <input checked="" type="checkbox"/> NO	
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18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.																	
a. TYPED NAME OF AUTHORIZED REPRESENTATIVE: Holly Hill		b. TITLE: Program Specialist	c. TELEPHONE NUMBER: (406) 494-4572 8652														
d. SIGNATURE OF AUTHORIZED REPRESENTATIVE:		e. DATE SIGNED: 07/06/11															

Narratives

Executive Summary

The National Center for Appropriate Technology's Energy Corps AmeriCorps program is designed to foster community sustainability and address unmet energy needs by providing hands on energy assistance, sustainable energy education and outreach, and community energy planning and organizing. The Energy Corps simultaneously launches AmeriCorps members into green-collar career pathways, providing them with the essential elements for good and secure jobs in the growing clean energy economy.

Rationale and Approach

A. Rationale and Approach

The National Center for Appropriate Technology (NCAT) proposes to tackle the energy needs of low-income, senior, minority and other disadvantaged groups by introducing the Energy Corps into communities with demonstrated need in Arkansas, Iowa and Pennsylvania. The Energy Corps, composed of AmeriCorps members, will provide support and outreach in target communities for individuals, families, and communities struggling with energy costs by performing hands on energy assistance, energy-conservation education and community energy planning and organizing. NCAT plans for rapid expansion of the Energy Corps program into the multi-state regions surrounding NCAT regional offices in Arkansas, California, Iowa, Montana, Louisiana and Pennsylvania over the next three years.

By forming collaborations with local non-profit organizations, community action agencies, local governments and energy service organizations, the Energy Corps will foster community sustainability by addressing the challenges of rising energy prices and global climate change. The Energy Corps will simultaneously launch AmeriCorps members into green-collar career pathways, providing them with the essential elements for good and secure jobs in the growing clean energy economy.

Narratives

Compelling Community Need

The United States represents about 5% of the world's population, yet consumes 25% of the global energy supply. The benefits received from this consumption are counterbalanced by environmental degradation in the form of carbon dioxide, acid rain and radioactive waste. Increasing energy consumption and rising energy prices also result in undesirable economic side effects. According to the Department of Energy's Energy Information Administration (EIA), residents in the U.S. spent about \$150 billion on energy costs in 2000. This amount increased by 10% in 2007. Currently, the average household spends nearly \$2,000 annually on home energy costs.

Home energy is often a crippling financial burden for low income households, which pay a disproportionate amount of household income towards energy bills in comparison with higher income households. In the states we propose to serve, Arkansas, Iowa and Pennsylvania, households with incomes below 50% of the federal poverty guidelines pay between 52 and 57% of their annual income on home energy bills. Households with incomes between 75% and 100% of federal poverty guidelines may pay up to 17% of their income on energy bills. Nationwide, paying 6% of gross household income for total home energy bills is considered affordable. (The Home Energy Affordability Gap, Roger Colton, April 2008).

Existing sources of energy assistance do not adequately serve the needs of low-income households. In 2006, there were over 1.5 million homes in AR, PA and IA that qualified for energy assistance yet only 34% of those households received assistance through the Low-Income Home Energy Assistance Program (LIHEAP). Of the 1.5 million eligible for LIHEAP less than 1% of the households received weatherization assistance.

Energy needs are also a growing concern for a broad range of groups including farmers, schools,

Narratives

municipalities and communities. Farmers depend on energy as an important input to production. Direct costs of energy, such as fuel and electricity, paired with indirect energy costs in the form of fertilizers and chemicals, can significantly affect farm revenues, especially as the price of energy continues to rise. Energy audits or assessments are a necessary requirement for participation in federal programs such as the Rural Energy for America Program (REAP). Assisting farmers to minimize direct and indirect energy consumption could lead to considerable savings.

According to the Department of Energy, schools spend more on energy than any other expense except personnel. Public schools nationwide spend more than \$8 billion/year on energy. Energy efficient schools can lower a school district's operating costs by up to 30%. Schools are central to the communities they serve and should reflect community values - like energy and resource conservation.

More communities across the U.S. are recognizing the importance of adopting community-wide energy conservation programs. Community energy strategic planning can take place at the municipal or community level through groups of collective members of the locality. A community energy plan is a means for reviewing and evaluating community design options for more efficient and sustainable consumption. Taking steps to conserve energy and use energy more efficiently, while also developing renewable resources, will reduce the environmental impacts of our energy use.

Perhaps the most vital national energy need is that of energy education which is a necessary element of comprehensive energy assistance. It is critical that groups receiving assistance understand the proper operation and maintenance of new or existing energy systems so that the full potential of these systems is realized. Low cost/no cost measures such as installing compact fluorescent light-bulbs, low-flow faucets and weather-stripping result in measureable home energy and cost savings. With the great number of homes needing hands on assistance, consumer education is often overlooked. Consumers

Narratives

need information about individual behavioral changes that will conserve energy and save them money and they need to know how to access the energy programs that are available to them.

Harnessing clean, affordable, sustainable energy has become a national priority. President Obama has adopted a responsible energy policy which "recognizes the relationship between energy, the environment, and our economy and leverages American ingenuity to put people back to work, fight global warming, increase our energy independence and keep us safe." Last year, Congress passed the American Recovery and Reinvestment Act, which will generate green collar employment across the country and provide millions of additional funds to the Weatherization Assistance Program, to State Energy Programs and to the Energy Efficiency and Conservation Block Grant Program. Using these funds, community action agencies and weatherization providers will employ three times the number of workers in 2010 than they did in 2007. The Energy Corps program will complement the priorities of the President and assist in adding skilled, qualified individuals to this green collar labor pool through energy efficiency training and certification, and by providing counseling, referral, and placement services to members who successfully complete the program. In the future, the Energy Corps program will provide an avenue for sustaining national energy efforts, even after ARRA funding runs out.

Identification of Need

NCAT received an AmeriCorps National Planning Grant in 2009 to support the development of our program, which allowed us the time and resources to identify energy needs in each of the states we plan to serve. The first phase of our planning grant consisted of intelligence gathering which included conducting telephone and in-person interviews of existing low-income energy advocacy groups to identify existing programs in each state. Staff members in each of our regional offices in AR, IA and PA performed local outreach. Entities contacted included utilities, community action and weatherization agencies, local and state governments, existing volunteer programs, food banks, non-profit

Narratives

organizations, and schools. This data was then collected into a brief low-income energy advocacy study and needs assessment in the spring of 2009.

During the summer of 2009, NCAT conducted stakeholder meetings via conference call for potential partners that were interested in the Energy Corps concept. The calls included a group discussion of state and community energy assistance programs and existing needs an Energy Corps member could address in each of the partner communities. NCAT found that the needs identified by stakeholders fell into three broad groups, hands on energy assistance, energy education and outreach and community energy planning.

Finally, in the fall of 2009, NCAT sent out a Request for Information to all potential Service Sites in each state, which required a written statement of the community need an Energy Corps member will be addressing as well as member activities and roles and expected outcomes. We received written responses from 17 groups and verbal responses from an additional 6 groups requesting a total of 33 full-time members and 7 half time members to work on a variety of energy-related projects.

Description of Activities and Member Roles

The following organizations responded to NCAT's Request for information last fall and have indicated interest in participating in the Energy Corps program as Service Sites. NCAT will release a final Request for Proposals to any additional interested entities in March of 2010 and make final Service Site selections in May. Sites will be notified of acceptance once NCAT receives funding notification from CNCS in June. Service Sites will provide matching funds in the form of a \$9,000 cost share for full-time members and \$5,000 for half-time members.

Arkansas - NCAT is requesting 15 MSY in Arkansas, 14 full-time members and 2 half-time members.

Narratives

- NCAT Southeast Regional Office, Fayetteville - 1 full-time member
- Arkansas Association of Resource Conservation and Development Councils, Roland - 2 full-time members and 1 half-time member
- Arkansas Chapter American Solar Energy Society, Little Rock - 1 full-time member
- Arkansas Energy Office, Little Rock - 1 full-time member
- City of Fayetteville, Fayetteville - 1 full-time member
- Fayetteville Public School District, Fayetteville - 1 full-time member
- Financing Ozarks Rural Growth and Economy (FORGE), Huntsville - 1 full-time member
- Ozarks Electric Cooperative, Fayetteville - 1 full-time member
- Treadwell Institute, Fayetteville - 1 full-time member, 1 half-time member
- University of Arkansas Applied Sustainability Center - 1 full-time member
- University of Arkansas Office of Campus Sustainability - 1 full-time member
- Winrock International, Fayetteville - 1 full-time member

Iowa - NCAT is requesting 8 MSY in Iowa, 6 full-time members and 4 half-time members.

- NCAT Midwest Regional Office, Des Moines - 1 full-time member
- City of Des Moines in collaboration with Ankeny, Urbandale and West Des Moines, Des Moines - 1 full-time member
- Hawkeye Area Community Action Program, Inc. (HACAP), Hiawatha - 1 full-time member
- Iowa Environmental Council, Des Moines - 1 full-time member
- Imagine Grinnell, Grinnell - 1 full-time member, 4 half-time members

Pennsylvania - NCAT is requesting 15 MSY in Pennsylvania, 14 full-time members and 2 half-time

Narratives

members.

-NCAT Northeast Regional Office, Shavertown - 1 full-time member

-Commission on Economic Opportunity, Wilkes-Barre - 3 full-time members

-Community Partnerships Resource Conservation and Development Council, Lewistown - 1 half-time member

-Energy Coordinating Agency of Philadelphia, Philadelphia - 4 full-time members

-Growth Through Energy and Community Health (GTECH) Strategies, Pittsburgh - 1 full-time member

-Headwaters Resource Conservation and Development Council, DuBois - 3 full-time members and 1 half-time member

-Pocono Northeast Resource Conservation and Development Council, Mayfield - 2 full-time members

As indicated above, our program design utilizes both team-based and individual placement of members at Service Sites depending on the needs of the site. Service Sites that request multiple members plan to have members working in teams to provide energy audits, weatherization or conduct educational workshops. Full-time and half-time members will be recruited and trained at the same time and will have the same term of service timeframe - October 2010 through August 2011. Half-time members, however, will only be required to serve 900 hours during their term of service whereas full-time members will be required to serve 1700 hours.

In order to address the needs identified by partner communities, NCAT is requesting 38 MSY (34 full-time and 8 half-time) to serve as Energy Corps AmeriCorps members at Service Sites in three states where NCAT has regional offices - Arkansas, Iowa and Pennsylvania.

All Energy Corps members will work to achieve the following three project goals:

Narratives

Goal 1: AmeriCorps Energy Corps members will provide hands-on energy assistance to communities and groups with a demonstrated need.

Energy Corps members in Arkansas will perform the following hands on assistance activities: energy consumption tracking, energy surveys of facility use, and compiling information about energy systems and equipment for the Fayetteville Public School System; assist with energy consultations for 24 farms in rural Northwest Arkansas; residential weatherization including compact fluorescent light-bulb (CFL) installation, weather stripping, window kit installation, and spray foam insulation; and farm energy assessments necessary for energy efficiency and renewable energy funding, such as the REAP program.

Energy Corps members in Iowa will perform the following hands on assistance activities: assist with energy performance benchmarking of municipal buildings greater than 5,000 square feet in Des Moines, Ankeny, Urbandale and West Des Moines; serve on a team to conduct residential energy audits; assist in installing solar arrays on 5 Iowa schools and monitor the performance of those systems; and help low-income households negotiate repayment plans for energy-related arrears.

Energy Corps members in Pennsylvania will perform the following hands on assistance activities: assist with residential energy audits for underserved homes in Luzerne County; rural energy efficiency and renewable energy project development; assist with a Pittsburgh project for the adaptive reuse of vacant lands to grow biofuel crops; and provide assistance with on-farm energy audits for dairies and greenhouses.

Goal 2: AmeriCorps Energy Corps members will create energy awareness through education and outreach activities to those groups and communities most affected by energy fluctuations.

Narratives

Energy Corps members in Arkansas will perform the following education and outreach activities: develop fact sheets on renewable energy incentives; assist in conducting energy efficiency and renewable energy outreach sessions for rural audiences; create and distribute educational materials about a pilot community environmental footprint program; deliver informational programs to local schools, businesses and churches; develop educational materials promoting alternative fuels and fuel economy measures; develop educational video series on how to weatherize a home; develop a 2011 energy efficiency and renewable energy workshop series for Arkansas; work with Green Teams in the public school system to facilitate energy efficiency/renewable energy education materials; and partner with the Arkansas Energy Office to facilitate the deployment of weatherization education opportunities.

Energy Corps members in Iowa will perform the following education and outreach activities: develop an education outreach campaign to promote energy efficiency efforts in municipal buildings; provide energy efficiency and conservation trainings to low and moderate income households in Linn, Johnson, Iowa, Benton, Jones and Washington counties; assist with weatherization crew and contractor training programs across the state; educate groups about available cost-share and rebate programs; and provide demonstrations on building energy improvements.

Energy Corps members in Pennsylvania will perform the following education and outreach activities: educate farmers about sustainable fuel use; provide energy and water conservation training for low income residents in Philadelphia; help to administer a new energy conservation job training program, including helping to screen unemployed training candidates; conduct workshops about solar and wind energy on farms; provide food and nutrition programs with information about efficient production, distribution and preparation of food; and organize an energy certification course for installers.

Narratives

Goal 3: AmeriCorps Energy Corps members will provide community energy planning and organizing strategies to create action networks that address energy needs at the individual, organizational or community level. Members will recruit volunteers to develop and maintain these networks to ensure that the activities that the members have helped to initiate are sustained beyond their term of service.

Energy Corps members in Arkansas will perform the following community planning and organizing activities: create a 10 year strategic energy plan for the Fayetteville Public School System; engage the community and enroll 300 participants in the "Footprints of Change" environmental footprint pilot program; develop a social networking presence for community members to interact and share information and resources; develop the formation of carpooling, walking and biking groups to various businesses, schools and churches; help coordinate a state-wide sustainable fuels coalition; and develop community partnerships to launch a sustainable fuels program.

Energy Corps members in Iowa will perform the following community planning and organizing activities: launch a community video recording project to include the Iowa Renewable Energy Association's hands on workshop series.

Energy Corps members in Pennsylvania will perform the following community planning and organizing activities: engage the Pittsburgh community in finding solutions for converting blighted vacant properties into clean, safe areas ready for redevelopment and environmental improvement.

Program Design

The NCAT Headquarters in Butte, Montana will serve as the Parent Organization for the program and our Southeast, Northwest and Midwest regional offices will serve as Operating Sites. Program staff will consist of a National Program Director, Program Assistant and Controller with guidance from the

Narratives

Executive Director and Chief Operating Officer, all based out of the Montana office. Each regional office will have a Regional Program Director. Other NCAT staff contributing to the program will include the Program Evaluator, IT Specialist and Technical Training staff.

General responsibilities of our Montana Headquarters office and National Program Director will include providing pre-service orientation and training for members, keeping member files and processing paperwork, handling HR items (background checks, health insurance, workers comp, child care service, etc.), administering the member living allowance, maintaining financial records, conducting Operating Site visits, reporting to CNCS, and program evaluation and monitoring.

General responsibilities of the regional Operating Sites and Regional Program Directors will include local partnership development, member recruitment, member management and support services (collecting monthly progress reports, hosting monthly conference calls, monitoring member activities, etc.), conducting regional Service Site visits and coordinating on-going training for members.

General responsibilities of the state Service Sites and Site Supervisors will include providing meaningful service work and member development opportunities, participating in development of position descriptions and work plans, participating in member recruitment and selection, member supervision, providing training, equipment and supplies to complete specified tasks, and completing member performance evaluations. NCAT has identified nearly all of our anticipated Service Sites in each state for the 2010-2011 service year and will make final Service Site selection in May of 2010.

All Service Site Supervisors will be required to participate in a supervisor training before the arrival of their member(s). The Site Supervisor training will cover the general program mission, goals and calendar, pertinent AmeriCorps rules and regulations (including non-displacement and prohibited

Narratives

activities), site expectations, recruitment tips, member coaching, problem solving and support resources, reporting requirements, and financial agreements. Site supervisors will receive a supervisor's manual for reference. Service Sites will also be required to sign a Memorandum of Understanding certifying that they understand and agree to program rules, regulations and policies. Regional operating sites will continually monitor Service Sites and will perform a monitoring site visit to each Service Site in the winter of 2011.

Likewise, all members will be required to attend pre-service orientation and training prior to their start of service. The member PSO will cover the general program mission, goals and calendar, AmeriCorps rules and regulations, benefits and support networks, timesheet procedures, reporting requirements and energy specific training sessions. Members will receive a member manual for reference and will be required to sign a member contract certifying that they understand and agree to the terms of service, position description, benefits, rules of conduct, release from terms of service, and grievance procedures.

The Energy Corps AmeriCorps program will add significant value to NCAT's existing programs. By serving as an intermediary organization for other grassroots organizations and agencies, NCAT will gain opportunities to collaborate with other program directors and project managers that share a cohesive, unified mission and gain a better interconnectedness with the bigger energy picture.

Measurable Outputs and Outcomes

The Energy Corps program will address the Clean Energy priority area and will be using standard performance measures. As a result of program activities, we expect to achieve the following primary aligned output, intermediate outcome and end outcome:

Output: 42 Energy Corps members will receive training and experience in hands-on energy efficiency

Narratives

and conservation activities.

Intermediate Outcome: 42 Energy Corps members conduct hands on energy assistance (weatherization and energy assessments) for 2,500 underserved individuals, groups and communities in Year One of the program.

End Outcome: 80% of service recipients surveyed report increased comfort, high quality service and energy savings.

Outputs and outcomes will be tracked in a variety of ways. Each time a member performs hands on assistance; he or she will be required to fill out a form which includes details about the assistance provided and questions for the client regarding their current energy situation. Gathering information about the client's energy consumption prior to providing assistance will be critical in order to develop a baseline from which to compare savings down the road. In addition to the service forms, members will be required to submit monthly progress reports and activity reporting spreadsheets to Regional Program Directors listing the amount and type of assistance provided, project successes and challenges, and great stories.

The NCAT Evaluation Specialist based out of the Montana Headquarters office will conduct surveys of individuals, groups and stakeholders receiving hands on assistance, attending workshops or trainings, and participating in community energy planning in order to evaluate program achievement and identify challenges.

Plan for Self-Assessment and Improvement

Energy Corps program assessment will be conducted in a number of ways involving everyone involved in or impacted by the program.

Narratives

Member Assessment

When members first arrive at Service Sites, they will work with Site Supervisors to develop a work plan laying out goals for the member's term of service, activities towards reaching these goals, an associated timeline and expected outcomes. This work plan will be reviewed and refined regularly throughout the term of service and will serve as a guide for the member's mid-term and final evaluation. Mid-term evaluations will provide the opportunity for members to fine-tune goals and expectations for the last half of the service year. The final evaluation, followed by an exit interview, will give members a chance to reflect on their service experience, tie service into their future plans, evaluate their host sites and the program as a whole, and offer suggestions that would help future members.

As discussed previously, members will collect data and submit monthly progress reports and activity reporting logs outlining progress toward achieving goals, partnerships developed, major accomplishments, barriers faced, training received and additional assistance or training needed. All trainings will include a pre and post training survey to identify what members learned, how the training could have been more effective and what training needs still exist.

Service Site and Community Stakeholder Assessment

Service Site Supervisors will be required to complete a mid-term and final member evaluation. The mid-term evaluations will give feedback to members about their performance, clarify expectations related to specific service duties, highlight strengths, and identify areas needing improvement. In the final evaluation, supervisors will evaluate members on professionalism, communication, teamwork, and overall performance as well as provide information for letters of recommendation.

Site Supervisors will also be required to complete a Site Supervisor Assessment at the end of the program year outlining project successes and challenges, recommendations for program sustainability,

Narratives

and additional training and technical assistance needs.

Parent Organization and Operating Site Assessment

The National Program Director and Regional Program Directors will hold regular monthly conference calls to discuss progress, challenges, and opportunities. Regional Program Directors will perform site visits for each Service Site in the winter of 2011. Site visits will be an important opportunity to watch the member providing on the ground assistance, ensure that sites are maintaining proper reporting procedures, create feedback to help sites build capacity and develop a baseline to track site improvement over time. The National Program Director will visit each Operating Site and a sampling of Service Sites in the spring of 2011.

Internal Evaluation

In addition to collecting program assessment information from members, Service Sites, community stakeholders and program staff, NCAT's Evaluation Specialist will conduct a formal internal evaluation based on the following plan. Year One of the grant will be dedicated to further planning as well as finalizing data collection tools and systems. Year Two will be dedicated to data collection. Year Three will be focused on data analysis and the preparation of the findings and recommendations for the final report. The final evaluation will be debriefed by the evaluator and stakeholder representatives including NCAT's Executive Director and the National Program Director; and then a post-evaluation action plan will be prepared. In addition to the Corporation, we will report our findings to other supporters and stakeholders, including funders and community partners.

Community Involvement

One of the major goals of the Energy Corps program is to engage community members and groups in developing strategic energy planning for their communities. To ensure ongoing commitment, all sectors,

Narratives

neighborhoods, governments, and community members need to be a part of the planning process. Members will engage the community and recruit volunteers throughout their terms of service to guide their community planning activities through open-forum public meetings, participating in meetings of community leaders, providing outreach to actively include lower-income communities.

The Energy Corps will make a special effort to engage communities in organizing for the 2011 MLK National Day of Service. Energy Corps members in each state will come together to organize a service event focused on sustainable energy working with community partners and recruiting volunteers from charities, communities of faith, government agencies, schools and businesses.

Relationship to other National and Community Service Programs

The Energy Corps program is aligned with the strategic initiatives of President Obama and of the Corporation for National and Community Service. At both the state and national levels, our elected officials are recognizing that clean energy is a critical component to strengthening our economy, creating green collar jobs and ensuring safe and healthy communities.

The Energy Corps also shares objectives with other AmeriCorps programs and State Commissions. NCAT received MT state formula funding in 2009 to launch the Montana Energy Corps program. The Montana Energy Corps provides services similar to the proposed national Energy Corps, but has a particular focus on serving the needs of Indian Tribes in Montana. Response to the MT program has been overwhelmingly positive and we have proposed to grow our program by 50% for our second year of operation.

Iowa Green Corps AmeriCorps members conduct energy audits, home weatherization, community education and green rebuilding. This program has initially focused on serving the flood impacted

Narratives

communities of Cedar Falls and Cedar Rapids. The Energy Corps proposes to serve in communities not served by the Iowa Green Corps. The Energy Corps also differs from Green Corps in that our program incorporates a community energy planning component in addition to hands on assistance and education. The Pennsylvania Conservation Corps and national Student Conservation Association programs provide related environmental activities by completing conservation, recreation and historical preservation projects on the state's public lands, however neither of these programs has the clean energy focus of the Energy Corps program.

NCAT will pursue all opportunities for collaboration and open communication with other state service programs to ensure that our program is complementing and not duplicating any existing initiatives. Specific opportunities for collaboration exist when organizing National Days of Service.

NCAT has submitted consultation forms to the state commission for each state in which we plan to have members. Energy Corps Program Director, Holly Hill, first had contact with state commission representatives at the AmeriCorps grantee meeting in Washington DC. Southeast regional operating site representatives met with Arkansas Service Commission Director Mary Bea Gross at her office in Little Rock on December 15, 2009. Gross was very supportive of our project and provided a list of contacts for other potential host organizations around the state and offered assistance with recruiting efforts. Midwest regional office representatives have been in touch with Adam Lounsbury, the Iowa Commission on Volunteer Service and have an in-person meeting scheduled for mid-February. The NCAT Northeast regional office will work to schedule an in-person meeting with Karen Kaskey at PennSERVE: The Governor's Office of Citizen Service in February.

Potential for Replication

NCAT is uniquely qualified to replicate this project on a larger scale as we have six regional offices

Narratives

located across the country. Many NCAT projects are national in scope and have expanded from state pilot projects. NCAT plans to expand the Energy Corps program to our two remaining regional offices in California and Louisiana in the second year of operation and grow towards a truly national program in the third year of operation with members serving in states across the country under the direction and support of our regional offices.

Organizational Capability

D. Organizational Capability

Sound Organizational Structure

Ability to Provide Sound Programmatic and Fiscal Oversight

NCAT is a private, nonprofit (501c3) organization whose mission is "helping people by championing small-scale, local, and sustainable solutions to reduce poverty, promote healthy communities, and protect natural resources." One of our major goals is to empower economically disadvantaged people and communities to enhance their quality of life and their environment.

Since 1976, NCAT has been serving economically disadvantaged people by providing information and access to appropriate technologies that can help improve their lives. During the organization's rich and varied history, its projects have ranged from low-tech to high-tech, addressing complex issues of housing, energy, economics, and environmental quality. NCAT's first project was researching and developing energy-related technologies to help the poor, including providing technical assistance to community action agencies working under the Community Services Administration's Weatherization Project.

NCAT currently operates over 100 regional and national projects in the areas of sustainable community development, sustainable agriculture and sustainable energy. NCAT's staff of over 70 employees works from its headquarters in Butte, Montana, as well as from regional offices in Fayetteville, Arkansas;

Narratives

Davis, California; Des Moines, Iowa; Hammond, Louisiana; and Shavertown, PA. The NCAT website address is: www.ncat.org.

NCAT's annual budget is approximately \$5.2 million with funding provided by a variety of federal and state government grants and contracts, partnerships with other nonprofit organizations, and foundations and private-sector funding. We have successfully managed and administered projects ranging from multi-million dollar national clearinghouses to community-based pilots.

NCAT has a successful track record of managing federal grants. Our projects have an evaluation component and our Board of Directors commissions an independent financial audit completed annually - and for many years NCAT has been designated as a "low risk" auditee. Two of our current national projects are:

LIHEAP Clearinghouse. Since 1988, NCAT has operated the Low-Income Home Energy Assistance Program (LIHEAP) Clearinghouse through a training and technical assistance contract from the U.S. Department of Health and Human Services (HHS), Administration for Children and Families, Office of Community Services, Division of Energy Assistance. The Clearinghouse is nationally recognized as a leading resource on low-income energy issues. Its website is www.liheap.ncat.org.

The Clearinghouse collects, develops, organizes and disseminates information on low-income energy issues to state, tribal, and territorial LIHEAP grantees; community action agencies and local government offices; church, community and charitable energy assistance organizations, utilities and utility regulatory commissions, legislators and members of Congress, media and low-income energy advocates.

Narratives

ATTRA. The National Center for Appropriate Technology (NCAT) has responsibility for the development, management, and operation of the project Appropriate Technology Transfer for Rural Areas (ATTRA). This project receives annual funding of over \$2.5 million. We contract to have an independent evaluation of the project every three years.

The ATTRA project is the national sustainable agriculture information service, which offers technical information, educational resources, and assistance to farmers, information providers, organizations, and agriculture-related businesses across the U.S. This national project strives to offer these clients, especially family-scale and limited-resource farmers, improved access to scientifically sound, understandable, and practical information by responding to requests received via national toll-free telephone lines, mail, email, internet, and conferences.

Multi-site Program

NCAT is experienced in working with staff and partners at a distance. Our regional Operating Site offices will provide direct local support for Service Sites in each state. NCAT will adhere to the following process for selecting Service Sites. As indicated previously, NCAT has already identified a large number of potential Service Sites through local outreach, stakeholder meetings and a written Request for Information Form. NCAT will release a formal Request for Proposals on March 15, 2010. Service Site applicants will submit completed applications to NCAT by May 17, 2010. Upon receipt of the applications, the National Program Director will meet with Regional Program Directors to review applications and make final decisions based on the following selection criteria:

- Ability to provide meaningful work and appropriate supervision, complied with program requirements
- Recruitment potential (ability to recruit locally)
- Location (preference given to sites in an area not already being served by the program)
- Quality of position description: activities fit within the scope of the program's goals.

Narratives

NCAT will set up an electronic project site through Basecamp that will allow all Energy Corps members to share their activities in a common site. NCAT will also utilize social networking technologies like Facebook and Twitter to encourage member and Service Site communication and share the good work of our members. NCAT will purchase six Flip Video Camcorders, two for each state, for members to record videos of service performed and to gather footage to participate in the AmeriCorps video and photo contest. Regular conference calls and meetings will be held to bring members and partners together to discuss how the Energy Corps mission is being met across the project.

NCAT has a full-time accounting department with five staff that will be available as needed for financial assistance to our project. They will purchase any needed equipment for the project and will provide all needed financial oversight. They will also be responsible for dispersing member living allowances, keeping track of project costs and providing financial reports for the Corporation.

Board of Directors, Administrators, and Staff

NCAT has a national eighteen-member voluntary Board of Directors that assists in the attainment of NCAT's mission and goals, formulates policies for NCAT and provides oversight for the financial stability of the organization. Many of our Board members have years of experience serving in leadership roles in Community Action Agencies, low-income advocacy groups and energy organizations. Just to name a few, the Chairman of our Board, Mr. George Ortiz, served for 30 years as the Executive Director of the California Human Development Corporation. Vice-Chairman, Gene Brady is the Executive Director for the Commission on Economic Opportunity of Luzerne County in Pennsylvania. Treasurer, Brian Castelli serves as the Executive Vice President for Programs and Development for the Alliance to Save Energy. Jacqueline Hutchinson is the Director of Energy Crisis Intervention programs for the Human Development Corporation.

Narratives

Energy Corps Program Director, Holly Hill attended NCAT's 2009 Fall Board meeting to introduce the Energy Corps program concept. The Board was extremely supportive and energized by the opportunities and role Energy Corps members can provide in meeting our organizational mission.

NCAT's staff of over 70, includes architects, engineers, sustainable agriculture and energy specialists, writers, editors and computer services specialists, and includes many former Peace Corps volunteers. Our staff have experience managing and working on projects with the federal government, state and local governments, utilities, nonprofit organizations, private corporations and foundations. Our staff are organized under program areas and then in team structures that intersect the program areas.

Key Program Staff

Holly Hill will serve as the National Energy Corps Program Director. Ms. Hill received her B.A. from Carleton College in Northfield, MN, in 2003. She has served as a Program Specialist at NCAT for over three years. She has extensive experience researching and generating information and resources for NCAT's farm energy and climate change projects and serves as the Program Director for the Montana Energy Corps AmeriCorps program. Hill will provide overall program leadership and management with a focus on building partnerships, developing training curriculum, supporting member growth and maintaining grant requirements.

Kathy Hadley, NCAT's Executive Director, has more than 27 years of administrative and management experience including project, program and organization responsibilities. She has extensive experience managing interdisciplinary teams of scientists, engineers and writers in the fields of renewable energy and energy conservation, sustainable agriculture and sustainable communities. Hadley also has a rich history of volunteer work that includes serving on Boards and committees that serve to protect

Narratives

Montana's natural resources and establish collaboratives and common goals among people of diverse backgrounds. Hadley will provide management and oversight for this project.

Marcia Brown, a Senior Manager and NCAT's Chief Operating Officer, is an experienced business administrator with more than 20 years of experience in business and government. Ms. Brown will provide human resource oversight, including administering plans for recruitment, selection and training of Energy Corps members, as well as setting up and administering benefits for Energy Corps members.

Dale Horton, NCAT Sustainable Energy Program Manager, focuses on integrating architecture and energy engineering to develop solutions that improve energy efficiency, comfort, and productivity in residential, commercial facilities, and industrial facilities, with a focus on low-income energy efficiency. He is a nationally recognized HERS trainer and has a degree in architecture with a Masters in environmental studies. Horton will provide technical assistance to the Energy Corps members to include technical energy training for pre-service orientation and specialized training sessions.

Kim Darrah is NCAT's Controller. She has a B.S. in Business and Information Technology from Montana Tech and a Masters in Accounting from the University of Montana. Kim will provide fiscal oversight for the project.

Jody Krzan has over 20 years of experience in administrative office procedures and controls, with strong organization and communication skills. Her current responsibilities include providing organizational and administrative support to the Executive Director, Operations Managers, and other senior management staff. She will serve as the Energy Corps Program Assistant and will provide daily interface with the Energy Corps members as well as with the Service Sites and will provide day to day contact for personnel management, encouragement and answering of technical questions, ordering supplies and

Narratives

materials and help in arranging workshops and other outreach activities.

Al Kurki, NCAT Energy and Agriculture Specialist, has extensive program planning and evaluation experience. Mr. Kurki has a Master's of Public Administration from Montana State University and a B.S. in Social Work with Community Development and Organizing Emphasis from the University of Wisconsin. Kurki currently co-manages a national USDA Western region Sustainable Agriculture Research and Education (SARE) grants program. In that position he is responsible for conducting long-range planning and evaluation. Mr. Kurki will implement the overall evaluation process for the Energy Corps program.

John English, NCAT's Webmaster, has his degree from the University of Montana - School of Business, and has 8 years experience in the field of Internet and Computer administration. His expertise includes website design and development, systems administration, as well as user support. Mr. English will provide website development and support for the Energy Corps program.

Regional Office Program Directors, AR, IA, PA. Upon funding approval, NCAT plans to hire program directors in each of the regional offices in which we will have Energy Corps members. Regional Program Directors will be responsible for local partnership development, member recruitment, member management and support such as collecting monthly progress reports, hosting monthly conference calls, monitoring member activities, etc., conducting regional Service Site visits and coordinating on-going training for members.

Plan for Self-Assessment or Improvement

NCAT has an evaluation system in place for our projects. Several of our larger projects have third-party evaluation components as part of the project deliverables. A third-party evaluation was recently

Narratives

completed on our largest project - ATTRA. Information from that evaluation shows that clients of the project are very satisfied with the services they receive by phone, via the web and through the mail.

Plan for Effective Technical Assistance

Programmatic orientation, training and technical assistance will be ongoing. Service Sites and members will receive a comprehensive orientation at the beginning of the program and take part in regular meetings and conference calls regarding project objectives. NCAAT's professional energy staff will provide any technical assistance and training on energy efficiency measures, site auditing, and measurement of energy savings.

Energy Corps program staff will take advantage of state and national AmeriCorps training resources including online tools such as the Resource Center, communication with other AmeriCorps program directors and State Commission staff. The National Program Director will attend the National Conference on Volunteering and Service and will share knowledge gained with Regional Program Directors. The National Program Director and Controller will also attend the AmeriCorps sponsored financial management training.

Sound Record of Accomplishment as an Organization

Volunteer Generation and Support

NCAAT generates volunteers in a number of unique ways related to our work. For example, student volunteers and other participants in a workshop on Small Plot Intensive farming spent a day converting a small corner lot to an urban farm in Wilkes-Barre, PA. The participants established and built the farm including forming and shaping the beds, seeding and installing pathways, and planting natural insect repellants.

Narratives

NCAT's project to help low-income families access organic and locally grown produce, the EBT project, has a volunteer council and community organizations to assist in the project. EBT or Electronic Benefits Transfer is basically a debit card for food stamp recipients. NCAT has made it possible for those cards to be used at Farmers Markets, traditionally a cash only market. Farmers' market vendors, farmers, farmers market organizers, and state employees who work with low income benefits have volunteered to work as an educational advisory council assisting in developing and implementing the project. In areas where pilot EBT projects started, NCAT set up community work teams that work with the office of public assistance, WIC, churches, food banks and other community organizations that aid low income people.

Another non-traditional volunteer opportunity at NCAT has been through Experience Works, a project that pays seniors while they receive training. Four of the Experience Works volunteers have gone on to regular employment at NCAT.

Organizational and Community Leadership and Success in Securing Community Support

NCAT is a leader in helping people adopt sustainable energy and sustainable agriculture practices through collaborative projects at the community level.

NCAT has worked with 27 school districts in our Sun4Schools project which has provided a unique educational opportunity to Montana students by demonstrating small, solar energy systems. All the schools received an installed (2 Kw) photovoltaic system that was tied to the electric grid and metered to enable students to view system energy generation output data. We also developed a solar energy curriculum which the teachers are using in each school.

NCAT's Southeast Regional Office in Fayetteville, Arkansas, has become a strong regional presence,

Narratives

participating recently in a sustainable living festival, a community sustainability summit, a World Hunger Day event, and a meeting on aggregating small producers to serve large buyers.

Another recent NCAT project in Montana focused on working first with Montana AARP to help reduce the energy bills of senior citizen centers that were having a hard time finding enough money to maintain their lunch program for seniors. We recruited ten senior citizen center partners for this project. NCAT completed an energy audit on each senior center, made recommendations on energy efficiency measures and installed a rooftop, solar energy system. Our goal was to help the Centers reduce their facility operating costs so they have more funds to provide meals for their seniors.

Currently, NCAT is partnered with Montana's local utility, NorthWestern Energy, to identify energy conservation and efficiency measures that are cost effective for Montana's small businesses, universities, schools and other commercial energy users. About eight NCAT engineers provide on-site energy audits to all of these entities and develop specific energy efficiency plans. In 2009, NCAT helped Montana's business and institutions save 12,000,000 kWh/year through this project.

NCAT is very proud to be one of only eight nonprofits to receive an Encore Opportunity Award, presented by the MetLife Foundation and Civic Ventures at a November 17, 2009 celebration in the National Press Club in Washington, D.C. The awards honor organizations that are making it easier for experienced workers over 50 to transition into "encore" careers - paid jobs that offer meaning and the chance to make a social impact.

Local Financial and In-kind

NCAT is an unusual organization in that we are project driven and do not have a significant amount of unencumbered funds. We constantly do project specific fundraising and we are successful at this. In

Narratives

2007, NCAT raised over \$36,000 for a project whose funding was unexpectedly cut due to the federal budget not getting passed on time. Recently NCAT has made a commitment to further diversify our funding sources and has begun a comprehensive development program to identify and solicit gifts from the private sector.

Wide range of community stakeholders

NCAT is a prime supporter of sustainable energy and sustainable agriculture movements and our projects reflect that effort. As an organization with local, regional and national projects, we work locally in all of our offices to promote our mission and programs. Many diverse groups of stakeholders participate in our energy and sustainable agriculture projects. We have worked with local governments, schools, nonprofits, farmers markets, food banks and state and federal government agencies. Many of our projects have community stakeholders that help us deliver and market our services.

Below is a short sampling of the partners with whom NCAT currently collaborates:

American Council for an Energy Efficient Economy, Arkansas State Energy Office, Energy Bar Foundation, Fanwood Foundation, Housing Corporation of Northeast Pennsylvania, Iowa State University, Leopold Center for Sustainable Agriculture, National Biodiesel Education Program, National Energy Center for Sustainable Communities, New Iowans Center, Northwest Arkansas Community College, Pennsylvania Million Solar Roofs Partnership, Pennsylvania Weatherization Task Force, U.S. Department of Agriculture, USDA Natural Resources Conservation Service, U.S. Department of Energy - Office of Biological & Environmental Research, U.S. Department of Health and Human Services, Whitney Foundation.

Special circumstances

Narratives

It is important to note that NCAT's mission is specific to helping reduce poverty while protecting our natural resources. Many of our projects are designed to help disadvantaged, minority or limited resource constituencies.

Cost Effectiveness and Budget Adequacy

E. Cost Effectiveness and Budget Adequacy

Cost Effectiveness

NCAT's proposed Corporation cost per MSY is \$13,000 and is deemed cost-effective. As mentioned in the program narrative, NCAT demonstrated the ability to recruit partners willing to provide \$346,000 of the \$371,000 matching funds needed as a cost share for the host sites. NCAT has many non-federal sources of funds that will be pursuing the remaining funds needed for complete match of the grant. NCAT has already started the networking process and we are confident that the additional matching funds needed will be secured.

In the process of building a proposal at NCAT, all costs are scrutinized for adequacy in relation to the proposed tasks. NCAT has 30 years of experience in managing multi-level projects with multiple partners successfully. NCAT employs a full administrative staff which will all assist the project leader with all administrative tasks. We are confident the budget put forth realistically reflects the costs associated with this proposed project.

Evaluation Summary or Plan

N/A

Amendment Justification

N/A

Clarification Summary

Additional Year 2 Clarification Response

Narratives

Energy Corps program staff are careful to review service activities proposed by host site partners to ensure that members will not be participating in any of the AmeriCorps prohibited activities, including providing a direct service benefit to for-profit businesses or entities. Site supervisors also participate in a supervisor orientation where prohibited activities are discussed in depth. All primary hands on Energy Corps service activities are provided to low-income individuals, communities and not-for-profit organizations. The Energy Corps will not partner with host site agencies whose primary focus is providing a direct benefit to farmers or community businesses.

Year 2 Clarification Response

Budget Clarification Items

1. Section I. B. Personnel Fringe Benefits - Please itemize the fringe benefits requested.

Based on prior cost pool actual expenses the fringe expense of \$47,478 is broken down into the following line items: Compensated absences (holiday, sick and annual leave) - 30% - \$14,243; Payroll taxes (FICA, unemployment insurance, workers' comp) - 22% - \$10,445; Employee benefits (health insurance, pension, miscellaneous employee benefits) - 48% - \$22,790.

2. Section I. B. Personnel Fringe Benefits - Please explain what is meant by compensated absences.

Compensated absences include holiday, sick and annual leave.

3. Section I. B. Personnel Fringe Benefits - Please provide a copy of your cognizant agency's fringe

Narratives

benefit rate to your Grants Officer, Lynda Keita (lkeita@cns.gov) with a cc: to me, to confirm what is allowable.

This has been submitted.

4. Section I. C. Staff Travel - Last year's budget contained travel for the Program Director and Controller to attend the CNCS Financial Conference. Please explain the rationale for including this cost again in this year's budget. Please clarify who will attend this conference.

The staff traveling to the CNCS Financial Conference will be Holly Hill, Program Director and Kim Darrah, NCAT Controller. While Kim did attend the conference last year for the first time, she would like to attend again. During the conference many different sessions on a wide variety of topics were available and it was not possible to attend all sessions. She would like to have the opportunity to attend different sessions in the upcoming year in addition to any new topics that are presented. NCAT feels it would also be valuable to send Holly to gain a better understanding of the financial side of the grant.

5. Section I. I. Other Program Operating Costs - For your budget line item of directly allocated expenses approved by cognizant agency, please provide a copy of the approval and details of the costs.

Based on prior cost pool actual expenses the other directly allocated expense of \$57,063 is broken down into the following line items: IT and related computer services - 26% - \$14,789; Facility and related - 52% - \$29,875; Equipment and related - 6% - \$3,493; Insurance - 8% - \$4,555; Personnel and related - 8% - \$4,351.

6. Section II. K. Member Support Costs - Health care benefits may be provided to less-than-full-time

Narratives

members using CNCS funds only if these members are serving in a full-time capacity (when his/her term of service will involve performing service on a normal full-time schedule for a period of six weeks or more). Your budget includes health care costs of \$1,300 per member for all 51 members: 39 full-time and 12 half-time, as part of the CNCS share. Please change the calculation for health care costs so that the CNCS portion of the budget covers only the 39 full-time members. You may use sources other than CNCS funds to provide health insurance to less-than-full-time members. If the 12 half-time members are serving in a full-time capacity, their health insurance costs can be covered by CNCS funds but should be appropriately reduced to reflect their shorter term.

This has been corrected in the health care line item of the budget.

7. Source of Funds - Please identify the sources, amount and intended purpose of match funds.

NCAT will be actively pursuing donations for the project from private sources in addition to asking for a cost share from host sites. Host site cost shares are budgeted at \$7,000 X 12 part time host sites and \$12,000 X 32 full time host sites. Any excess program income will be spent on the project.

Programmatic Clarification Items:

1. Please provide additional explanation regarding the changes in sponsoring organizations. Clarify whether the activities that members are performing in each state will be altered due to the changes in sponsors.

Energy Corps member activities have not changed. All Energy Corps members continue to provide hands on energy assistance, develop educational presentations on sustainable energy and

Narratives

environmentally conscious practices and participate in green collar jobs training. Changes in host sites are a result in the timeline between when potential sites indicated interest in the program (fall of 2009), when NCAT received program funding and when the program was launched (fall of 2010). During that time frame, some of the host sites that were initially interested were no longer able to participate due to funding, logistical or timing issues. Therefore, NCAT recruited new host sites with similar service activity opportunities.

When considering new host site partnerships, NCAT utilizes the following selection criteria:

- Service activities at host site will address compelling community need that is consistent with Energy Corps objectives
- Identification of realistic, specific and measurable member objectives that help to meet the Energy Corps program goals;
- The depth of impact the service activities will have on both the host site and larger community as well as plans for sustaining the work of the member beyond their term of service;
- Capacity of host site to provide effective supervision, mentoring and development opportunities for the member;
- Ability of host site to comply with program requirements.

2. Please describe the specific activities that Montana members will perform.

Since NCAT is not being considered to increase MSY to incorporate all of our current State Formula Montana members into our National Direct grant, we propose to decrease the number of Montana members serving under the National Direct grant to 6 members.

Narratives

Specific activities that Montana members will perform include providing basic residential weatherization, conducting energy assessments on community buildings, helping to facilitate community energy task forces and presenting educational workshops and presentations related to sustainable energy consumption and environmentally conscious practices.

3. Criminal history checks must be conducted on all members, employees or other individuals who receive a salary, education award, living allowance, stipend or similar payment from the grant, regardless of whether these costs are coming from federal or non-federal share. Criminal history background checks include a search of statewide criminal history repositories and the National Sex Offender Public Website for all members and employees as described above. An FBI check is also required for members, employees or other individuals with recurring access to vulnerable populations.

A detailed description of the requirements can be found at:

<http://www.nationalservicerresources.org/criminal-history>.

Please verify that the criminal history checks conducted for members and staff will include an FBI fingerprint check in addition to the state registry check and the NSOPR for anyone with recurring access to vulnerable populations.

In accordance with CNCS criminal history regulations, NCAT conducts criminal history checks and NSOPR checks for all members and staff receiving a salary or living stipend from the grant. Additionally NCAT has a system in place for conducting FBI fingerprint checks for any members or staff that have recurring access to vulnerable populations. Position descriptions will indicate whether members have recurring access to vulnerable populations.

Performance Measures Clarification Items

Narratives

1. Green Jobs Training - The program narrative does not provide sufficient information describing the need for green job training. Please provide more details regarding the need for members to be trained for green jobs.

In 2006 renewable energy and energy efficiency technologies generated 8.5 million new jobs, nearly \$970 billion in revenue, and more than \$100 billion in industry profits. According to the National Renewable Energy Lab, the major barriers to a more rapid adoption of renewable energy and energy efficiency in America are insufficient skills and training. The Energy Corps provides hands on, practical training for individuals interested in pursuing a green-collar job and becoming involved in the clean energy economy.

2. Environment/Clean Energy - Please explain how providing energy education to students and youth will accomplish your goals.

One of the primary objectives of the Energy Corps is providing individuals with the information they need to make behavioral changes that will conserve energy, save money and encourage access to energy assistance programs. Educating individuals about energy efficiency and environmentally conscious activities at an early age helps to foster an appreciation for where our energy comes from and the need to conserve, however energy education at all ages is important. As we understand it, a revised set of National Performance Measures will be released in June, which may include a measure related to improving awareness of environmental stewardship issues, that is not restricted to students and youth. This measure seems to fit better with the objectives of the Energy Corps and we would like to explore possibilities of revising our Energy Education performance measure to match the revised measure to be released in June.

Narratives

2. Please ensure that your method of collecting attendee lists will count students or youth who attend multiple trainings only once.

Energy Corps members track workshops, presentations and events conducted by date and list the students attending (when possible). Data is tracked on a monthly basis and compiled on a national level in alphabetical order to avoid double counting.

Year 1 Clarification Response

1. Clarify how the target population of seniors, low income and minority residents has been and will be involved in planning and implementation of the program.

During the planning phase of the Energy Corps program, NCAAT conducted needs assessments in each of the states we propose to operate. The interests of seniors, low-income and minority individuals were identified and represented by entities currently serving this population including low-income energy advocacy groups, community action and weatherization agencies, non-profit organizations and existing volunteer programs.

Moving forward, NCAAT staff and Energy Corps members will work with project partners to develop diverse community stakeholder groups that consist of service providers as well as service recipients and other relevant stakeholders. NCAAT will consult with existing partners to identify recipients of our members' services that could be involved in stakeholder groups. Quarterly stakeholder meetings will be organized in each state to gain community engagement and set the stage for program sustainability.

2. Clarify how members will be rewarded and how reflection will be used to convey an ethic of service.

Narratives

NCAT will develop a monthly Energy Corps newsletter for members, host sites and community stakeholders to include activity updates and upcoming events. We will also incorporate member highlights that recognize current Energy Corps members' special achievements. An additional feature will include ethic of service stories from NCAT board members and staff, as well as past AmeriCorps members that continue to volunteer in their communities, demonstrating the impact that service has on their lives.

Every month, NCAT will conduct conference calls for all members to keep members in touch with each other and facilitate reflection and transition planning into the term of service. Topics to be covered during conference calls will include defining personality types, developing leadership skills, decision-making and goal-setting strategies, and opportunities for future volunteering. A final session will be devoted to life after AmeriCorps, resume building, developing personal mission statements and becoming an active AmeriCorps Alum.

3. The applicant states the program director of the formula program will become regional director for this program. Clarify how the program will ensure the overlap is managed and the program will accurately manage the separate allocation of time between the two AmeriCorps grants.

After careful consideration and further experience managing an AmeriCorps program, NCAT has decided to hire a separate program director for the Montana Energy Corps formula program. The current formula program director, Holly Hill, will become program director for the national direct program and the time budgeted for this position has been increased from 45% to 65%. The National Energy Corps program director will provide guidance, oversight and supervision for regional sites in Arkansas, Iowa and Pennsylvania as well as for the formula program in Montana.

Narratives

Any time spent on Montana activities will be allocated separately to the state formula program. NCAT has a sophisticated charge code system, audited annually as a low risk auditee, where hours spent on projects are allocated to appropriate job codes on a daily basis. All billing records are reviewed each pay period by accounting department staff to ensure that project time is correctly coded.

4. Please explain if Encore volunteers will be incorporated into this program and, if so, how.

NCAT currently utilizes a number of Encore individuals in various positions within the organization and we recognize the benefits of multigenerational working environments and the variety of skills and experience that come along with employing older adults. The Energy Corps program presents the opportunity for involving Encore individuals in a number of ways and NCAT will strive to actively recruit this group into our program as both members and volunteers. Older adults represent a large percentage of the population that care about the natural environment and have a desire to take action. NCAT will provide special outreach older adults in both member recruitment and volunteer recruitment plans.

Recruitment efforts will target groups such as local aging agencies, senior centers, retirement communities and organizations, civic clubs and lodges, religious institutions and senior social clubs. NCAT will take special care to identify and accommodate the needs of Encore members and volunteers that may encourage them to participate in our program such as providing continued learning opportunities, providing opportunities that enhance positive character traits, providing safe service environments, providing transportation assistance, and providing volunteer opportunities with minimal physical requirements.

Narratives

5. Please clarify how the program will ensure that on-farm energy assistance program will qualify for federal assistance and is not benefitting a private, for-profit entity.

NCAT has proposed to provide energy assistance to limited resource rural communities and small-scale family farmers. Member activities include educating farmers about sustainable energy use, conducting workshops about small-scale renewable energy on farms and providing assistance with energy assessments for limited resource farmers. Energy Corps members will document their audiences to ensure that the beneficiaries of their assistance and services are going to underserved entities. NCAT understands that AmeriCorps members are prohibited from providing direct services to for-profit businesses and will monitor member activities to ensure that private, for profit entities are excluded.

6. Criminal History Check Requirement: Criminal history checks are required for all grant funded staff and AmeriCorps members. A detailed description of the requirements can be found at:<http://www.nationalservicerresources.org/criminal-history>. Please verify that you have established procedures for completion of criminal background checks for all grant-funded staff and members.

NCAT has developed criminal history check policies and procedures for all viable AmeriCorps applicants and grantee staff. The criminal history check consists of a search of criminal history records for the applicant or staff's state of prior residence and state where service shall occur. NCAT also conducts a Department of Justice National Sex Offender Public Registry check. Background checks are only conducted after receiving a signed authorization, consent and release form, which informs applicants that selection is subject to the checks and that the opportunity for review of findings exists. NCAT has developed a list of selection criteria that is considered when reviewing background check results, upon which we reserve the right to deny membership or involvement with the AmeriCorps program if applicants or staff members are convicted of certain crimes. NCAT maintains confidential

Narratives

documentation of criminal history checks in a secure location with limited access.

Budget Clarification Item: The application narrative refers to several NCAT staff members who provide programmatic and fiscal support to the AmeriCorps grant. These staff members (Executive Director, COO, Controller) are not identified in the budget. Please either clearly state that the staff members not identified in the budget are either included in the indirect costs associated with the grant or add these staff to the grant budget.

NCAT staff providing programmatic and fiscal support are included in the indirect costs associated with the grant and therefore are not identified in the budget.

Continuation Changes

Year 2 Continuation Changes

The Applicant Info Section has been updated.

The National Energy Corps program has been running smoothly in the first four months of operation. Since September of 2010, NCAT has hired and trained State Coordinators for each of the states we proposed working in, Arkansas, Iowa and Pennsylvania. The Arkansas and Pennsylvania programs launched in the fall of 2010 and all enrolled Energy Corps members have attended intensive pre-service orientations and are serving in their communities under the supervision of their host sites. Most recently, Energy Corps members in Arkansas and Pennsylvania organized service projects for the Martin Luther King, Jr. Day of Service. Highlights of these service projects can be found on our website at www.energycorps.org. The Iowa Energy Corps program is launching currently with pre-service member orientation taking place January 26-28, 2011. Since the submittal of our original Energy Corps AmeriCorps proposal, some of our host sites have changed, we have recruited several new host sites and

Narratives

have adjusted the number of positions in each state slightly. These changes are addressed here in our Year 2 Continuation Request.

The most significant change to our original proposal is our request to include Montana as an additional state to the existing three states in our National Energy Corps program. NCAT has operated the Montana Energy Corps as a state formula program with funding from the Montana Governor's Office of Community Service since September of 2009. This program has experienced great interest across the state and NCAT was granted funding to expand from 10 MSY in the 2009-2010 program year to 15 MSY this year. NCAT was pleased to see three of our first year Energy Corps members return to the program for a second term of service. Additionally two first year Energy Corps members were hired on as full-time regular employees at their host sites, demonstrating the program's opportunity to provide training and create real jobs in the green-collar economy.

The Montana Energy Corps would add an important cultural aspect to share with our National host sites and members through our work in the state with tribal communities. Tribal energy needs are a critical component of energy assistance and sustainable energy development in Montana. Inadequate and overcrowded housing conditions are prevalent on Native American reservations throughout the state. Tribes are also faced with high unemployment rates, low-quality education and low-quality healthcare. Upgrades to residential housing and community buildings through weatherization and energy efficiency benefit tribal members by providing more comfortable living spaces as well as cost savings. It is a priority of the Montana Energy Corps to work with Native American tribes to provide energy assistance, promote sustainable energy consumption, and work to develop strategic energy plans for tribal communities. NCAT recognizes the necessity of developing culturally sensitive solutions that are appropriate to the resources and needs of the community. The Montana Energy Corps strives to recruit tribal members to serve with tribal host sites in order to promote long-term sustainability, provide job

Narratives

training and strengthen economic opportunities. Beyond cultural diversity, bringing Montana into our National program will streamline the reporting, budgetary and administrative process of NCAT's AmeriCorps participation.

Due to the Montana Energy Corps program success and at the suggestion of our State Commission, NCAT proposes to incorporate the Montana Energy Corps into the National Energy Corps program.

Based on community needs expressed in our three original states, Arkansas, Iowa and Pennsylvania and those of our formula program in Montana, NCAT is requesting 45 MSY (39 full-time and 12 half-time) to serve in the 2011-2012 Energy Corps AmeriCorps program year. Below is a list of host sites, locations and members proposed for each state:

Arkansas - 12 MSY (9 full-time and 6 half-time)

- NCAT Southeast Regional Office, Fayetteville - 1 full-time member
- Fayetteville Public School District, Fayetteville - 1 full-time member
- Elevate Fayetteville, Fayetteville - 1 full-time member
- Sustainable Cities Institute, Fayetteville - 1 full-time member
- Arkansas Energy Office, Little Rock - 1 full-time member
- Walton Arts Center, Fayetteville - 1 full-time member
- Winrock International, Fayetteville - 1 full-time member
- City of Fayetteville, Fayetteville - 1 full-time member
- University of Arkansas Applied Sustainability Center - 1 full-time member
- Arkansas Interfaith Power and Light, Fayetteville - 1 half-time member
- University of Arkansas Biological and Agricultural Engineering Department, Fayetteville - 1 half-time

Narratives

member

- University of Arkansas Facilities Division, Fayetteville - 1 half-time member
- TG Smith Elementary School, Fayetteville - 1 half-time member
- Fayetteville Chamber of Commerce, Fayetteville - 1 half-time member
- KUAF Public Radio, Fayetteville - 1 half-time member

Iowa - 10 MSY (8 full-time and 4 half-time)

- NCAT Midwest Regional Office, Des Moines - 4 half-time members
- Iowa Western Community College, Council Bluffs - 1 full-time member
- Hawkeye Area Community Action Program, Hiawatha - 1 full-time member
- City of Woodbine, Woodbine - 1 full-time member
- Imagine Grinnell, Grinnell - 1 full-time member
- Iowa Renewable Energy Association, Iowa City - 2 full-time members
- Spectrum Resources, Des Moines - 2 full-time members

Pennsylvania - 10 MSY (9 full-time and 2 half-time)

- NCAT Northeast Regional Office, Shavertown - 1 full-time member
- Commission on Economic Opportunity, Wilkes-Barre - 4 full-time members
- Energy Coordinating Agency of Philadelphia, Philadelphia - 2 full-time members
- Growth Through Economic and Community Health (GTECH) Strategies, Pittsburgh - 1 full-time member
- Bucks County Opportunity Council, Doylestown - 1 full-time member
- Endless Mountain RC&D Council, Towanda - 1 half-time member

Narratives

- Pocono Northeast RC&D Council, Mayfield - 1 half-time member

Montana - 13 MSY (13 full-time)

- NCAT Headquarters Office, Butte - 1 full-time member
- Blackfeet Community College, Browning - 1 full-time member
- Chippewa Cree Tribe, Box Elder - 1 full-time member
- MSU Northern, Havre - 1 full-time member
- Opportunity Link, Havre - 2 full-time members
- Fort Belknap Indian Community Council, Harlem - 1 full-time member
- homeWORD, Missoula - 1 full-time member
- University of Montana Western, Dillon - 1 full-time member
- Citizens for a Better Flathead, Kalispell - 1 full-time member
- Lake County Community Development, Ronan - 1 full-time member
- Lewis and Clark County, Helena - 1 full-time member
- Montana Fish Wildlife and Parks, Helena - 1 full-time member

Our budget has been amended to reflect incorporating Montana into the program.

Enrollment

NCAT expects to enroll each of the 38MSY slots awarded within the first year of program operation.

Retention

Data not yet available.

Narratives

State Commission Consultation

NCAT has strived to build relationships with each of the State Commissions in which we have members serving. We have submitted Year 2 continuation consultation forms to each of the Commissions in Arkansas, Iowa, Montana and Pennsylvania. Further contact and communication is included below.

Arkansas

Arkansas Energy Corps staff have been in continuous contact with Arkansas Service Commission Executive Director, Mary Bea Gross, since the inception of our initiative. Arkansas Energy Corps State Coordinator, Melissa Terry, met with Ms. Gross in person before launching the host site recruitment process in June of 2010. After host organizations were recruited, Arkansas staff worked with the Arkansas Commission to ensure the State was aware of available member opportunities. During the fall pre-service orientation, Ms. Gross assisted Energy Corps staff in finding a suitable, non-partisan official to help swear in our new Energy Corps members. Most recently, the Arkansas Commission reached out to all of the AmeriCorps program leaders to assist in coordinating MLK Day of Service events. Energy Corps staff and Arkansas Commission staff share information on upcoming training events and share resources as appropriate.

Iowa

Iowa Energy Corps staff met with Iowa Commission on Volunteer Service Executive Director, Adam Lounsberry and Program Officer, Pamela Helfer in October and again in December to discuss the Energy Corps program, coordinate AmeriCorps activities and foster a mutually beneficial relationship. Pam Helfer generously assisted with Iowa member recruitment efforts by sending position descriptions through various strategic channels including list serves, Face Book, and job boards. The Iowa Commission has also been inclusive in notifying our Iowa office of Iowa Commission events, inviting

Narratives

Energy Corps staff to attend any trainings that might be relevant, and in their willingness to include Energy Corps members in ICVS sub-grantee service projects.

Montana

As a current State Formula grantee of the Montana Governor's Office of Community Service, NCAT has a close relationship with the Montana State Commission. Montana Energy Corps staff participate in all state conference calls, trainings and service events. Program staff at the State office have conducted site visits, offered constructive feedback and provided invaluable technical assistance to our Montana Energy Corps program. Through NCAT's relationship with the Montana Office of Community Service, we have also had the opportunity to partner with other State AmeriCorps programs including the Montana Conservation Corps, the Montana Campus Corps and the Young Adult Service Corps. NCAT has decided to propose moving the Montana Energy Corps from the State Formula funding pool into the National Direct funding pool at the recommendation of our State Commission and has received confirmation that the positive relationship between our program and the commission will remain intact, even if granted funding at the National level.

Pennsylvania

NCAT has submitted consultation forms to the PennSERVE: The Governor's Office of Citizen Service describing our program objectives. Pennsylvania Energy Corps staff have reached out to the Pennsylvania Commission through email and phone messages to coordinate activities, but have experienced difficulty connecting. NCAT plans to continue reaching out to the Pennsylvania Commission and will discuss potential future strategies with our Program Officer.

Performance Measure have been updated to reflect incorporating Montana into the program

Performance Measures

SAA Characteristics

- AmeriCorps Member Population - None
- Geographic Focus - Rural
- Geographic Focus - Urban
- Encore Program

Priority Areas

- | | |
|--|---|
| <input type="checkbox"/> Education | <input type="checkbox"/> Healthy Futures |
| <i>Selected for National Measure</i> <input type="checkbox"/> | <i>Selected for National Measure</i> <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Environmental Stewardship | <input type="checkbox"/> Veterans and Military Families |
| <i>Selected for National Measure</i> <input checked="" type="checkbox"/> | <i>Selected for National Measure</i> <input type="checkbox"/> |
| <input type="checkbox"/> Economic Opportunity | <input type="checkbox"/> Other |
| <i>Selected for National Measure</i> <input type="checkbox"/> | <i>Selected for National Measure</i> <input type="checkbox"/> |

Grand Total of all MSYs entered for all Priority Areas 45

Service Categories

- | | | |
|--|---|---|
| Energy Use Reduction | Primary <input checked="" type="checkbox"/> | Secondary <input type="checkbox"/> |
| Environmental Awareness-building and Education | Primary <input type="checkbox"/> | Secondary <input checked="" type="checkbox"/> |

Green Jobs Training

Service Category: Energy Use Reduction

Measure Category: Not Applicable

Strategy to Achieve Results

Briefly describe how you will achieve this result (Max 4,000 chars.)

Energy Corps AmeriCorps members will participate in energy trainings to develop green collar job skills.

Results

Result: Intermediate Outcome

Members will increase knowledge in energy topics.

Indicator: Number of members who increase knowledge in energy topics after receiving training.

Target: Each year, at least 44 members will increase knowledge of energy topics by 50%, indicated by pre-post survey questions.

Target Value: 44

Instruments: Pre-post self-assessment survey completed by members before and after completing trainings.

PM Statement: Each year, at least 44 members will increase knowledge of energy topics by 50%, indicated by pre-post survey questions.

Prev. Yrs. Data

Result: Output

Energy Corps AmeriCorps members will participate in energy trainings to develop their own

Result: Output

individual green collar job skills.

Indicator: members participate in training

Target: Each year, 44 members will complete at least 50 hours of energy training.

Target Value: 44

Instruments: Training and Workshop Attendance Log to include training location, dates, topics covered and skills acquired.

PM Statement: Each year, 44 members will complete a minimum of 50 hours of training in energy topics provided by an experienced energy trainer to develop green collar jobs skills.

Prev. Yrs. Data

Hands On Energy Assistance

Service Category: Energy Use Reduction

Measure Category: Not Applicable

Strategy to Achieve Results

Briefly describe how you will achieve this result (Max 4,000 chars.)

Energy Corps AmeriCorps members will provide hands-on energy assistance to undeserved entities in Arkansas, Iowa, Montana and Pennsylvania. Hands-on energy assistance will include efficiency and conservation activities; energy assessments, audits and consultations; and alternative and renewable energy activities.

Results

Result: Output

At least 20 Energy Corps members perform hands-on energy assistance activities.

Indicator: Energy activities are performed

Target: Each year, 20 members will provide hands-on energy assistance to 1,000 entities. Entities shall include low-income home residents, limited resource farmers, and public schools and community buildings.

Target Value: 1000

Instruments: Members will develop an energy assistance activity database that will include the number of entities assisted, location and type of assistance provided.

PM Statement: Each year, Energy Corps members will provide hands-on energy assistance to 1,000 entities.

Prev. Yrs. Data

Result: Intermediate Outcome

Entities receiving hands-on assistance report that services were high quality.

Indicator: Percent of entities receiving services report that services were high quality.

Target: Percent of entities receiving hand-on energy assistance will report that services received were "good" or "very good" in at least 7 of 10 areas.

Target Value: 80%

Instruments: A survey will be distributed to service recipients immediately after assistance is completed.

PM Statement: Eighty percent of entities receiving hands-on energy assistance will report that services received

Result: Intermediate Outcome

were "good" or "very good" in at least 7 of 10 areas.

Prev. Yrs. Data

National Performance Measures

Priority Area: Environmental Stewardship

Performance Measure Title: Energy Education and Outreach

Service Category: Environmental Awareness-building and Education

Strategy to Achieve Results

Briefly describe how you will achieve this result (Max 4,000 chars.)

Energy Corps AmeriCorps members will promote energy and conservation awareness to students and youth in Arkansas, Iowa, Montana and Pennsylvania by developing and conducting educational presentations, events and trainings in energy efficient and environmentally conscious practices.

Result: Intermediate Outcome

Result.

Students and youth who attend educational presentations will learn about energy and conservation.

Indicator: Percent of students and youth that demonstrate a basic knowledge of key concepts.

Target : 3,500 students and youth attendees will increase knowledge of energy and conservation by 25%.

Target Value: 3500

Instruments: Members will perform a stratified random sample for a pre-test and post-test to show a change based on the educational sessions.

PM Statement: 3,500 students and youth attending educational energy and conservation presentations will demonstrate a 25% increase knowledge of energy and conservation.

Result: Output

Result.

Members will conduct educational presentations, events and trainings in energy efficient and environmentally conscious practices.

Indicator: EN3: Individuals receiving education in energy-efficiency.

Target : Each year 4,000 students and youth will attend educational presentations and events conducted by members.

Target Value: 4000

Instruments: Presentation Schedule and Attendee List completed by members (includes: attendee names, location, presenter name and description of presentation topics).

PM Statement: Each year, 4,000 students and youth will attend energy and conservation educational presentations conducted by Energy Corps members.

Subapplicants

<u>ID</u>	<u>Organization</u>	<u>Amount Requested</u>	<u>Amount Approved</u>	<u># FTEs Requested</u>	<u># FTEs Approved</u>	<u>Status</u>
Totals:		\$0	\$0	0.00	0.00	

Required Documents

Document Name

Status

Evaluation

Not Applicable

Federally Approved Indirect Cost Agreement

Already on File at CNCS

Labor Union Concurrence

Not Applicable