

<b>Opportunity Title:</b>	Recovery Act ? Energy Efficiency and Conservation Block
<b>Offering Agency:</b>	National Energy Technology Laboratory
<b>CFDA Number:</b>	81.128
<b>CFDA Description:</b>	Energy Efficiency & Conservation Block Grant Program
<b>Opportunity Number:</b>	DE-FOA-0000013
<b>Competition ID:</b>	
<b>Opportunity Open Date:</b>	03/26/2009
<b>Opportunity Close Date:</b>	06/25/2009
<b>Agency Contact:</b>	Sue Miltenberger Contract Specialist E-mail: EECBG@netl.doe.gov

This electronic grants application is intended to be used to apply for the specific Federal funding opportunity referenced here.

If the Federal funding opportunity listed is not the opportunity for which you want to apply, close this application package by clicking on the "Cancel" button at the top of this screen. You will then need to locate the correct Federal funding opportunity, download its application and then apply.

This opportunity is only open to organizations, applicants who are submitting grant applications on behalf of a company, state, local or tribal government, academia, or other type of organization.

\* Application Filing Name:

## Mandatory Documents

Move Form to Complete

Move Form to Delete

## Mandatory Documents for Submission

Application for Federal Assistance (SF-424)
Other Attachments Form
Project/Performance Site Location(s)

## Optional Documents

Move Form to Submission List

Move Form to Delete

## Optional Documents for Submission

Disclosure of Lobbying Activities (SF-LLL)
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## Instructions

- 1 Enter a name for the application in the Application Filing Name field.**

  - This application can be completed in its entirety offline; however, you will need to login to the Grants.gov website during the submission process.
  - You can save your application at any time by clicking the "Save" button at the top of your screen.
  - The "Save & Submit" button will not be functional until all required data fields in the application are completed and you clicked on the "Check Package for Errors" button and confirmed all data required data fields are completed.
- 2 Open and complete all of the documents listed in the "Mandatory Documents" box. Complete the SF-424 form first.**

  - It is recommended that the SF-424 form be the first form completed for the application package. Data entered on the SF-424 will populate data fields in other mandatory and optional forms and the user cannot enter data in these fields.
  - The forms listed in the "Mandatory Documents" box and "Optional Documents" may be predefined forms, such as SF-424, forms where a document needs to be attached, such as the Project Narrative or a combination of both. "Mandatory Documents" are required for this application. "Optional Documents" can be used to provide additional support for this application or may be required for specific types of grant activity. Reference the application package instructions for more information regarding "Optional Documents".
  - To open and complete a form, simply click on the form's name to select the item and then click on the => button. This will move the document to the appropriate "Documents for Submission" box and the form will be automatically added to your application package. To view the form, scroll down the screen or select the form name and click on the "Open Form" button to begin completing the required data fields. To remove a form/document from the "Documents for Submission" box, click the document name to select it, and then click the <= button. This will return the form/document to the "Mandatory Documents" or "Optional Documents" box.
  - All documents listed in the "Mandatory Documents" box must be moved to the "Mandatory Documents for Submission" box. When you open a required form, the fields which must be completed are highlighted in yellow with a red border. Optional fields and completed fields are displayed in white. If you enter invalid or incomplete information in a field, you will receive an error message.
- 3 Click the "Save & Submit" button to submit your application to Grants.gov.**

  - Once you have properly completed all required documents and attached any required or optional documentation, save the completed application by clicking on the "Save" button.
  - Click on the "Check Package for Errors" button to ensure that you have completed all required data fields. Correct any errors or if none are found, save the application package.
  - The "Save & Submit" button will become active; click on the "Save & Submit" button to begin the application submission process.
  - You will be taken to the applicant login page to enter your Grants.gov username and password. Follow all onscreen instructions for submission.

Application for Federal Assistance SF-424

Version 02

\* 1. Type of Submission:

- ☐ Preapplication  
☒ Application  
☐ Changed/Corrected Application

\* 2. Type of Application:

- ☒ New  
☐ Continuation  
☐ Revision

\* If Revision, select appropriate letter(s):

\* Other (Specify)

\* 3. Date Received:

Completed by Grants.gov upon submission.

4. Applicant Identifier:

5a. Federal Entity Identifier:

48-6033520

\* 5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

\* a. Legal Name: City of Lawrence, Kansas

\* b. Employer/Taxpayer Identification Number (EIN/TIN):

486033520

\* c. Organizational DUNS:

030692461

d. Address:

\* Street1:

6 East 6th St.

Street2:

\* City:

Lawrence

County:

\* State:

KS: Kansas

Province:

\* Country:

USA: UNITED STATES

\* Zip / Postal Code:

66044

e. Organizational Unit:

Department Name:

City Manager's Office

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Ms.

\* First Name:

Cynthia

Middle Name:

\* Last Name:

Boecker

Suffix:

Title: Assistant City Manager

Organizational Affiliation:

\* Telephone Number:

785-832-3400

Fax Number:

785-832-3405

\* Email:

cboecker@ci.lawrence.ks.us

**Application for Federal Assistance SF-424**

Version 02

**9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

National Energy Technology Laboratory

**11. Catalog of Federal Domestic Assistance Number:**

81.128

CFDA Title:

Energy Efficiency & Conservation Block Grant Program

**\* 12. Funding Opportunity Number:**

DE-FOA-0000013

\* Title:

Recovery Act ? Energy Efficiency and Conservation Block Grants ? Formula Grants

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

City of Lawrence and Douglas County, Kansas.

**\* 15. Descriptive Title of Applicant's Project:**

Energy efficiency enhancements for City Library and Outdoor Lighting, hire sustainability coordinator for ongoing energy audit.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

Version 02

16. Congressional Districts Of:

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

\* a. Start Date:

\* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="858,600.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="100,000.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="958,600.00"/>

\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☒ c. Program is not covered by E.O. 12372.

\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)

☐ Yes

☒ No

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:

\* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title:

\* Telephone Number:

Fax Number:

\* Email:

\* Signature of Authorized Representative:

\* Date Signed:

**Application for Federal Assistance SF-424**

**Version 02**

**\* Applicant Federal Debt Delinquency Explanation**

The following field should contain an explanation if the Applicant organization is delinquent on any Federal Debt. Maximum number of characters that can be entered is 4,000. Try and avoid extra spaces and carriage returns to maximize the availability of space.

## Other Attachment File(s)

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\* Mandatory Other Attachment Filename:

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To add more "Other Attachment" attachments, please use the attachment buttons below.

### Project/Performance Site Location(s)

**Project/Performance Site Primary Location** ☐ I am submitting an application as an individual, and not on behalf of a company, state, local or tribal government, academia, or other type of organization.

Organization Name:

DUNS Number:

\* Street1:

Street2:

\* City:  County:

\* State:

Province:

\* Country:

\* ZIP / Postal Code:  \* Project/ Performance Site Congressional District:

**Project/Performance Site Location 1** ☐ I am submitting an application as an individual, and not on behalf of a company, state, local or tribal government, academia, or other type of organization.

Organization Name:

DUNS Number:

\* Street1:

Street2:

\* City:  County:

\* State:

Province:

\* Country:

\* ZIP / Postal Code:  \* Project/ Performance Site Congressional District:

**Project/Performance Site Location 2** ☐ I am submitting an application as an individual, and not on behalf of a company, state, local or tribal government, academia, or other type of organization.

Organization Name:

DUNS Number:

\* Street1:

Street2:

\* City:  County:

\* State:

Province:

\* Country:

\* ZIP / Postal Code:  \* Project/ Performance Site Congressional District:

# EECBG Activity Worksheet

Grantee: City of Lawrence, Kansas Date: 06/02/2009  
DUNS #: 30692461 Program Contact Email: cboecker@ci.lawrence.ks.us  
Program Contact First Name: Cynthia Last Name: Boecker  
Project Title: New Sustainability Coordinator  
Activity: 1. Energy Efficiency and Conservation Strategy If Other: \_\_\_\_\_  
Sector: Public If Other: \_\_\_\_\_  
Proposed Number of Jobs Created: 1.00 Proposed Number of Jobs Retained: \_\_\_\_\_  
Proposed Energy Saved and/or Renewable Energy Generated: Up to 25%  
Proposed GHG Emissions Reduced (CO2 Equivalents): \_\_\_\_\_  
Proposed Funds Leveraged: \$100,000.00  
Proposed EECBG Budget: 100,000.00  
Projected Costs Within Budget: Administration: \$100,000.00 Revolving Loans: \_\_\_\_\_ Subgrants: \_\_\_\_\_  
Project Contact First Name: Cynthia Last Name: Boecker Email: cboecker@ci.lawrence.ks.us  
Metric Activity: Clean Energy Policy If Other: \_\_\_\_\_

## Project Summary: *(limit summary to space provided)*

The creation of a new position of sustainability coordinator will be jointly funded by the City of Lawrence and Douglas County. This position would be created to analyze existing facilities and recommend ways to reduce energy use and review sustainability issues. Such a position is envisioned to spend approximately 40% of their time on county energy analysis and review; 40% on city energy analysis and review and 20% on other sustainability and environmental issues. Energy analysis and review would include energy audits of public facilities to determine best practices and identify areas for reducing energy use.

This position would assist in implementation of those energy reduction strategies and track and report success in energy reduction. This position would also coordinate audit and reporting related to the EECBG award. Salary and benefit costs are estimated at approximately \$100,000. The City would fund 100% of the position salary and benefits for the first year utilizing the EECBG grant proceeds, while the County would fully fund the second year of the position.



# EECBG Activity Worksheet

Grantee: City of Lawrence, Kansas Date: 06/02/2009  
 DUNS #: 30692461 Program Contact Email: cboecker@ci.lawrence.ks.us  
 Program Contact First Name: Cynthia Last Name: Boecker  
 Project Title: Upgrade HVAC and Internal Lighting at Public Library  
 Activity: 5. Energy Efficiency Retrofits If Other: \_\_\_\_\_  
 Sector: Public If Other: \_\_\_\_\_  
 Proposed Number of Jobs Created: \_\_\_\_\_ Proposed Number of Jobs Retained: \_\_\_\_\_  
 Proposed Energy Saved and/or Renewable Energy Generated: 10-15% reduction  
 Proposed GHG Emissions Reduced (CO2 Equivalents): \_\_\_\_\_  
 Proposed Funds Leveraged: \_\_\_\_\_  
 Proposed EECBG Budget: 550,000.00  
 Projected Costs Within Budget: Administration: \$550,000.00 Revolving Loans: \_\_\_\_\_ Subgrants: \_\_\_\_\_  
 Project Contact First Name: Cynthia Last Name: Boecker Email: cboecker@ci.lawrence.ks.us  
 Metric Activity: Building Retrofits If Other: \_\_\_\_\_

## Project Summary: *(limit summary to space provided)*

The Lawrence Public Library has made significant strides over the last three years in reducing its energy consumption. Despite this decline, staff believes there is additional opportunity to reduce consumption through upgrades to the existing Heating, Ventilating, and Air Conditioning (HVAC) system as well as the internal lighting system.

The Library's HVAC system consists of five units and a chiller in the basement. Three of the HVAC units have recently been replaced. The two that have not been replaced are among the largest of the units and were installed in 1973. These two units have a Seasonal Energy Efficiency Ratio, or SEER, of 8. The replacement units proposed would have a higher efficiency, with SEER ratings of 14 each. This could result in energy savings of up to 20-30% per unit each year. Total energy usage could fall at the Lawrence Public Library by an additional 3-5% each year. This would be the equivalent of reducing energy consumption by an additional 3,800 kilowatt hours (kwh) per month at the Library.

In addition, some upgrades have been made to the Library's internal lighting system, but more is required. The lighting system was previously an incandescent system. In order to maximize efficiency when upgrading to florescent lights, new ballasts need to be installed. The installation of efficient florescent lights and new ballasts could reduce energy consumption by another 7-10% a year. Combined with a new HVAC, this would result in a reduction in energy consumption between 10-15% per year at the Library.

The cost for replacing the two HVAC units would be \$250,000. Additionally, new system controls to monitor zone temperatures and minimize HVAC operations would be installed at a cost of about \$150,000. Finally, upgrading the light system to new energy efficient florescent bulbs with proper ballasts would cost approximately \$150,000. This would result in total costs for Library efficiency enhancements of about \$550,000.

## EECBG Activity Worksheet

Grantee: City of Lawrence, Kansas Date: 06/02/2009  
 DUNS #: 30692461 Program Contact Email: cboecker@ci.lawrence.ks.us  
 Program Contact First Name: Cynthia Last Name: Boecker  
 Project Title: Upgrade streetlights on Mass St. to LED  
 Activity: 1. Energy Efficiency and Conservation Strategy If Other: \_\_\_\_\_  
 Sector: Public If Other: \_\_\_\_\_  
 Proposed Number of Jobs Created: \_\_\_\_\_ Proposed Number of Jobs Retained: \_\_\_\_\_  
 Proposed Energy Saved and/or Renewable Energy Generated: 6-8% reduction  
 Proposed GHG Emissions Reduced (CO2 Equivalents): \_\_\_\_\_  
 Proposed Funds Leveraged: \_\_\_\_\_  
 Proposed EECBG Budget: 208,600.00  
 Projected Costs Within Budget: Administration: \$208,600.00 Revolving Loans: \_\_\_\_\_ Subgrants: \_\_\_\_\_  
 Project Contact First Name: Cynthia Last Name: Boecker Email: cboecker@ci.lawrence.ks.us  
 Metric Activity: Building Retrofits If Other: \_\_\_\_\_

Project Summary: *(limit summary to space provided)*

Downtown Lawrence is lit in large part by 300 ten foot high decorative lights. Of these, 177 are located on Massachusetts St., the main street of downtown Lawrence. Many of the lights run on either Metal Halide or retrofitted sodium bulbs. The Metal Halide lights are no longer made, and the retrofitted sodium bulbs are extremely difficult to find. Public works has to replace both the light and the ballast when they burn out in order to accommodate more energy efficient high sodium bulbs.

The cost of replacing the lights with new LED fixtures would be about \$1,710 per light. Staff believes that the price might be 10% lower with a bulk purchase of LED lights. Replacing the entire 10 foot light with a new fixture, base, and bulb would be about \$2,250.

If the City undertakes the hiring of a sustainability coordinator as well as replacing the HVAC and upgrading lights at the Library, there would be sufficient funding to replace at least 100-105 streetlights with new LED lights, or upgrade at least 70 light fixtures with new decorative light poles and LED lights as well. The resulting reduction in energy demand would save between 1,500 and 2,000 kwh each month. This is the equivalent of 5-6% of the electricity demand on Massachusetts Street.

Applicant Name: City of Lawrence, KS

Award Number:

OMB Approval No. 0348-0044

**Budget Information - Non Construction Programs**

OMB Approval No. 0348-004

Section A - Budget Summary						
Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Sustainability Coordinator		\$100,000	\$100,000			\$200,000
2. Efficiency Enhancements at Library		\$550,000				\$550,000
3. Downtown Street Lighting Upgrade		\$208,600				\$208,600
4.						\$0
5. Totals		\$858,600	\$100,000	\$0	\$0	\$958,600
Section B - Budget Categories						
6. Object Class Categories	Grant Program, Function or Activity					
	(1) Sustainability Coordinator	(2) Efficiency Enhancements at Library	(3) Downtown Street Lighting Upgrade	(4)	Total (5)	
	a. Personnel	\$150,000				\$150,000
	b. Fringe Benefits	\$50,000				\$50,000
	c. Travel					\$0
	d. Equipment		\$168,750			\$168,750
	e. Supplies					\$0
	f. Contractual					\$0
	g. Construction					\$0
	h. Other					\$0
	i. Total Direct Charges (sum of 6a-6h)	\$200,000	\$330,000	\$168,750	\$0	\$698,750
	j. Indirect Charges (salaries for contractors and/or in-kind payments to staff)		\$220,000	\$39,850		\$259,850
	k. Totals (sum of 6i-6j)	\$200,000	\$550,000	\$208,600	\$0	\$958,600
7. Program Income						
						\$0

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# Section C - Non-Federal Resources

(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) Totals
8. Sustainability Coordinator			\$100,000	\$100,000
9. Efficiency Enhancements at Library				\$0
10. Downtown Street Lighting Upgrade				\$0
11.				\$0
12. Total (sum of lines 8 - 11)		\$0	\$100,000	\$100,000

# Section D - Forecasted Cash Needs

	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th quarter
13. Federal	\$754,300	\$162,500	\$162,500	\$214,650	\$214,650
14. Non-Federal	\$0				
15. Total (sum of lines 13 and 14)	\$754,300	\$162,500	\$162,500	\$214,650	\$214,650

# Section E - Budget Estimates of Federal Funds Needed for Balance of the Project

(a) Grant Program	Future Funding Periods (Years)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16. Sustainability Coordinator				
17. Efficiency Enhancements at Library				
18. Downtown Street Lighting Upgrade	\$104,300			
19.				
20. Total (sum of lines 16-19)	\$104,300	\$0	\$0	\$0

# Section F - Other Budget Information

21. Direct Charges	
22. Indirect Charges	

# 23. Remarks

Sustainability Coordinator will be funded in second year by a local government agency. There is no federal obligation for the sustainability coordinator position in the second year, and no local obligation in the first year. It is anticipated that the library upgrades will be completed in the first year of the grant, and the street lighting enhancements will be undertaken once most of the library work is finished. In this sheet, the streetlight upgrades are anticipated to begin in the third quarter of the first year.

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# Instructions for the SF-424A

Public Reporting Burden for this collection of information is estimated to average 3.0 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Please do not return this form to the Office of Management and Budget; send it to the address provided by the sponsoring agency.

# General Instructions

This form is designed so that application can be made for funds from one or more grant each funding period as required by the grantor agency. Enter in Columns (c) and (d) the

For continuing grant program applications, submit these forms before the end of

## General instructions

This form is designed so that application can be made for funds from one or more grant programs. In preparing the budget, adhere to any existing Federal grantor agency guidelines which prescribe how and whether budgeted amounts should be separately shown for different functions or activities within the program. For some programs, grantor agencies may require budgets to be separately shown by function or activity. For other programs, grantor agencies may require a breakdown by function or activity. Sections A, B, C, and D should include budget estimates for the whole project except when applying for assistance which requires Federal authorization in annual or other funding period increments. In the later case, Sections A, B, C, and D should provide the budget for the first budget period (usually a year) and Section E should present the need for Federal assistance in the subsequent budget periods. All applications should contain a breakdown by the object class categories shown in Lines a-k of Section B.

### Section A. Budget Summary Lines 1-4 Columns (a) and (b)

For applications pertaining to a single Federal grant program (Federal Domestic Assistance Catalog number) and not requiring a functional or activity breakdown, enter on Line 1 under Column (a) the catalog program title and the catalog number in Column (b).

For applications pertaining to a single program requiring budget amounts by multiple functions or activities, enter the name of each activity or function on each line in Column (a), and enter the catalog number in Column (b). For applications pertaining to multiple programs where none of the programs require a breakdown by function or activity, enter the catalog program title on each line in Column (a) and the respective catalog number on each line in Column (b).

For applications pertaining to multiple programs where one or more programs require a breakdown by function or activity, prepare a separate sheet for each program requiring the breakdown. Additional sheets should be used when one form does not provide adequate space for all breakdown of data required. However, when more than one sheet is used, the first page should provide the summary totals by programs.

### Lines 1-4, Columns (c) through (g)

For new applications, leave Columns (c) and (d) blank. For each line entry in Columns (a) and (b), enter in Columns (e), (f), and (g) the appropriate amounts of funds needed to support the project for the first funding period (usually a year).

## Section C. Non-Federal Resources

**Lines 8-11**—Enter amounts of non-Federal resources that will be used on the grant. If in-kind contributions are included, provide a brief explanation on a separate sheet.

**Column (a)**—Enter the program titles identical to Column (a), Section A. A breakdown by function or activity is not necessary.

**Column (b)**—Enter the contribution to be made by the applicant.

**Column (c)**—Enter the amount of the State's cash and in-kind contribution if

for continuing grant program applications, submit these terms before the end of each funding period as required by the grantor agency. Enter in Columns (c) and (d) the estimated amounts of funds which will remain unobligated at the end of the grant funding period only if the Federal grantor agency instructions provide for this. Otherwise, leave these columns blank. Enter in columns (e) and (f) the amounts of funds needed for the upcoming period. The amount(s) in Column (g) should be the sum of amounts in Columns (e) and (f).

**For supplemental grants and changes to existing grants**, do not use Columns (c) and (d). Enter in Column (e) the amount of the increase or decrease of Federal funds and enter in Column (f) the amount of the increase or decrease of non-Federal funds. In Column (g) enter the new total budgeted amount (Federal and non-Federal) which includes the total previous authorized budgeted amounts plus or minus, as appropriate, the amounts shown in Columns (e) and (f). The amount(s) in Column (g) should not equal the sum of amounts in Columns (e) and (f).

**Line 5**—Show the totals for all columns used.

### Section B. Budget Categories

In the column headings (a) through (4), enter the titles of the same programs, functions, and activities shown on Lines 1-4, Column (a), Section A. When additional sheets are prepared for Section A, provide similar column headings on each sheet. For each program, function or activity, fill in the total requirements for funds (both Federal and non-Federal) by object class categories.

**Lines 6a-i**—Show the totals of Lines 6a to 6h in each column.

**Line 6j**—Show the amount of indirect cost.

**Line 6k**—Enter the total of amounts on Lines 6i and 6j. For all applications for new grants and continuation grants the total amount in column (5), Line 6k, should be the same as the total amount shown in Section A, Column (g), Line 5. For supplemental grants and changes to grants, the total amount of the increase or decrease as shown in Columns (1)-(4), Line 6k should be the same as the sum of the amounts in Section A, Columns (e) and (f) on Line 5.

**Line 7**—Enter the estimated amount of income, if any, expected to be generated from this project. Do not add or subtract this amount from the total project amount. Show under the program narrative statement the nature and source of income. The estimated amount of program income may be considered by the federal grantor agency in determining the total amount of the grant.

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## Section E. Budget Estimates of Federal Funds Needed for Balance of the Project

**Lines 16-19**—Enter in Column (a) the same grant program titles shown in Column

(a), Section A. A breakdown by function or activity is not necessary. For new applications and continuation grant applications, enter in the proper columns appropriate of Federal funds which will be needed to complete the program or project over the succeeding funding periods (usually in years). This section need not be completed for revisions (amendments, changes, or supplements) to funds for the current year of existing grants.

If more than four lines are needed to list the program titles, submit additional

**Column (c)**—Enter the amount of the State's cash and in-kind contribution if the applicant is not a State or State agency. Applicants which are a State or State agencies should leave this column blank.

**Column (d)**—Enter the amount of cash and in-kind contributions to be made from all other sources.

**Column (e)**—Enter totals of Columns (b), (c), and (d).

**Line 12**—Enter the total for each of Columns (b)-(e). The amount in Column (e) should be equal to the amount on Line 5, Column (f) Section A.

#### **Section D. Forecasted Cash Needs**

**Line 13**—Enter the amount of cash needed by quarter from the grantor agency during the first year.

**Line 14**—Enter the amount of cash from all other sources needed by quarter during the first year.

**Line 15**—Enter the totals of amounts on Lines 13 and 14.

funds for the current year of existing grants.

If more than four lines are needed to list the program titles, submit additional schedules as necessary.

**Line 20**—Enter the total for each of the Columns (b)-(e). When additional schedules are prepared for this Section, annotate accordingly and show the overall totals on this line.

#### **Section F. Other Budget Information**

**Line 21**—Use this space to explain amounts for individual direct object-class cost categories that may appear to be out of the ordinary or to explain the details as required by the Federal grantor agency.

**Line 22**—Enter the type of indirect rate (provisional, predetermined, final or fixed) that will be in effect during the funding period, the estimated amount of the base to which the rate is applied, and the total indirect expense.

**Line 23**—Provide any other explanations or comments deemed necessary.

**KS-CITY-Lawrence  
Budget Justification File**

Oversight Agency: None

Rate Negotiation: We have no anticipated indirect rates for negotiation.

**Object Class/Category: Personnel for Sustainability Coordinator**

*Total Cost: \$150,000*

Description: Salary for a one (1) Sustainability Coordinator for two years. First year salary is \$75,000 funded by EECBG. Second year is \$75,000 funded by Douglas County, Kansas.

**Object Class/Category: Fringe Benefits**

*Total Cost: \$50,000*

Description: Benefits for one (1) Sustainability Coordinator for two years. First year is \$25,000 of fringe benefits, funded by EECBG. Second year is \$25,000 of fringe benefits funded by Douglas County, Kansas.

**Object Class/Category: Equipment for Efficiency Enhancements at Library**

*Total Cost: \$550,000*

Description:

- 1) Installation of new energy efficient HVAC unit and chillers estimated by vendors at \$250,000.
- 2) Installation of zone heating and cooling system for new HVAC units at \$150,000.
- 3) Replace up to 700 lights with new energy efficient lights and supporting ballasts, retrofit where needed due to design limitations. Total costs of \$150,000.

All of these costs are estimates from either vendors or internal calculations. The breakout between design, labor and material is unknown and will not be known until an RFP is issued. Public works staff estimates that typically, the costs are 60% for material and 40% for labor on projects such as these. As such, we estimate that costs will likely be \$330,000 for the new HVAC unit and chillers, the zone heating and cooling system, and lights and ballasts. We also estimate that labor costs will be about \$220,000 total.

**Object Class/Category: Equipment for Downtown Street Lighting Upgrade**

*Total Cost: \$208,600*

Description: Installation of up to 100 outdoor LED lights on Massachusetts St. (the main street in downtown Lawrence) at approximately \$2,000 per light.

Cost consists of 100 lights at \$1,600 per light (staff estimates that the price will be discounted by up to \$100 per light due to a bulk purchase). Labor will cost

approximately \$400 per light to install. Final line item costs will not be known until project is bid and RFP is awarded to most competitive vendor.

Note: all projects will comply with Davis-Bacon wage requirements for labor.



## FINANCIAL MANGEMENT ASSESSMENT

This assessment should be completed, signed and certified by the Applicant's Financial Officer.

- |  | YES                                 | NO                       |
|--|-------------------------------------|--------------------------|
| 1. Have you previously done business with DOE?   | <input type="checkbox"/>            | <input type="checkbox"/> |
| 2. Have you previously done business with any other Federal Agency?<br>If so, please identify:   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3. Can the Applicant's Financial Officer or Independent Auditor certify that the Applicant has a financial management system sufficient to meet the requirements of 10 CFR 600.220?<br>If yes, please skip to question #10 and sign/certify below. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4. Does your accounting system have the ability to track costs on a reimbursable basis?  | <input type="checkbox"/>            | <input type="checkbox"/> |
| 5. Does your system allow for accurate, current and complete financial reporting, and record keeping as well as the maintaining of adequate source documentation?  | <input type="checkbox"/>            | <input type="checkbox"/> |
| 6. Does your system allow for effective internal controls and accountability?  | <input type="checkbox"/>            | <input type="checkbox"/> |
| 7. Does your system allow for effective and efficient cash management procedures?  | <input type="checkbox"/>            | <input type="checkbox"/> |
| 8. Does your system prohibit subaward at any tier to any party which is debarred, suspended or otherwise excluded from or ineligible for participation in Federal assistance programs?<br><input type="checkbox"/>                                 |                                     | <input type="checkbox"/> |
| 9. The expenditure of \$500,000 or more of Federal funds in a fiscal year requires an organization to have an audit performed in accordance with OMB Circular A-133.<br>Has your organization had such an audit performed?                         | <input type="checkbox"/>            | <input type="checkbox"/> |
| 10. If yes, please provide the most recent report or a copy of the SF-SAC forms filed with the Federal Audit Clearinghouse. If no, proceed to the next statement and certify by checking the YES block.  |                                     |                          |
| I understand the audit requirements and will comply with the provisions of OMB Circular A-133.   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

*A. Ed Mullins*

A. ED MULLINS, FINANCE DIRECTOR 785-832-3214

6/18/09

PRINTED NAME, TITLE AND PHONE NUMBER OF INDIVIDUAL COMPLETING FORM

DATE

By signing this form, the above individual certifies that the responses provided to this survey are accurate as of the date.

If "NO" has been selected for any of the statements above, please provide further explanation on page 2.

**FINANCIAL MANAGEMENT ASSESSMENT – continuation page if further explanation is needed**

## Attachment D

### Energy Efficiency & Conservation Strategy for Units of Local Governments & Indian Tribes

As detailed in Part 1 of this announcement, all applicants must submit an Energy Efficiency and Conservation Strategy (EECS). Units of local government and Indian tribes have the option of submitting the EECS no later than 120 days after the effective date of the award or at the time of application. Units of local government and Indian tribes who chose to submit the EECS at the time of application shall use the format contained in Attachment D. This form should be saved in a file named "UIC-Strategy.pdf" and click on "Add Optional Other Attachment" to attach.

Grantee: City of Lawrence, Kansas Date: 06/19/2009 (mm/dd/yyyy)  
DUNS #: 30692461 Program Contact Email: cboecker@ci.lawrence.ks.us

1. Describe your government's proposed Energy Efficiency and Conservation Strategy. Provide a concise summary of your measureable goals and objectives, which should be aligned with the defined purposes and eligible activities of the EECBG Program. These goals and objectives should be comprehensive and maximize benefits community-wide. Provide a schedule or timetable for major milestones. If your government has an existing energy, climate, or other related strategy please describe how these strategies relate to each other.

Lawrence plans to use EECBG funds to begin implementation of the Climate Protection Plan as drafted by the Climate Protection Task Force in March of 2009. Lawrence will use EECBG funds to hire a sustainability coordinator and increase energy efficiency both within an existing building and in downtown streetlight use. These projects will help meet the first and second strategies recommended by the Climate Protection Plan and align with the eligible activities Energy Efficiency Retrofits and Energy Efficiency and Conservation.

A full-time sustainability coordinator will be hired by September 2009 and will be responsible for promoting, maintaining and monitoring the capital and operational energy efficiency measures. The energy manager will track improvements and the resulting savings over time using data from the City's monthly electricity consumption reports and report and publicize results to the public. The first report will be made public in the first quarter of 2010.

The second goal of the Climate Protection Plan is to strengthen energy conservation policies and practice. The EECBG will help us meet this goal by allowing us to upgrade systems at the Public Library and replace inefficient streetlights in the downtown area. The Library will receive a new HVAC system with a SEER rating of 14 to replace an existing HVAC that was installed in 1973 and has a SEER rating of 8. Combined with a new system control to monitor temperatures in different zones, this system could reduce library energy consumption by 3-5% per year. In addition, new energy efficient lights and ballasts will reduce energy consumption by another 7-10% a year, for a total of a 10-15% annual reduction in energy consumption at the Library.

Lawrence also seeks to replace a substantial number of downtown streetlights on Massachusetts Street- the main street in downtown- with new LED lights. This is estimated to reduce energy consumption on Massachusetts St. by 5-6% per year.

2. Describe your government's proposed implementation plan for the use of EECBG Program funds to assist you in achieving the goals and objectives outlined in the strategy describe in question #1. Your description should include a summary of the activities submitted on your activity worksheets, and how each activity supports one or more of your strategy's goals/objectives.

We will use EECBG program funds to provide upfront capital for the energy efficiency strategies outlined above to achieve up to a 15% reduction in energy use at each targeted facility.

Besides reducing energy costs, these improvements will enhance occupant comfort; reduce deferred maintenance; decrease the need for capital dollars; and lower the number of hot and cold service calls in these facilities.

EECBG funds will also be used to hire and initially fund a sustainability coordinator to promote, monitor and maintain these and other energy conservation measures. The sustainability coordinator's position will expand to address other initiatives as they develop, providing a solid managerial foundation for additional energy use reductions moving forward.

3. Describe how your government is taking into account the proposed implementation plans and activities for use of funds by adjacent units of local government that are grant recipients under the Program (response not mandatory for Indian Tribes).

The City of Lawrence does not have adjacent units of local government that are grant recipients under the Program. However, the City will leverage \$100,000 of the funds to co-fund a sustainability coordinator position with the County in which Lawrence resides, Douglas County. This position will be responsible for identifying energy conservation measures not only in Lawrence but throughout the County as well. In addition, the position will also promote sustainability in the local economy.

4. Describe how your government will coordinate and share information with the state in which you are located regarding activities carried out with grant funds to maximize energy efficiency and conservation benefits (response not mandatory for Indian Tribes).

The most effective means of sharing information statewide is to share timely reports with appropriate state agencies and invite state representatives on a regular basis to meetings that review actions undertaken and results attained.

5. Describe how this plan has been designed to ensure that it sustains benefits beyond the EECBG funding period.

Energy reductions and cost savings will sustain over the lifetime of the installed equipment, with added assurance as a result of Lawrence's regular maintenance and operations schedule to ensure that all equipment performs optimally. Hiring a sustainability coordinator to track, measure and verify savings will provide a solid managerial platform for future energy efficiency building initiatives as the City continues to grow.

6. The President has made it clear that every taxpayer dollar spent on our economic recovery must be subject to unprecedented levels of transparency and accountability. Describe the auditing or monitoring procedures currently in place or that will be in place (by what date), to ensure funds are used for authorized purposes and every step is taken to prevent instances of fraud, waste, error, and abuse.

The City has extensive experience working with Federal Agencies on other grant initiatives, and is fully capable of meeting all requirements as certified under 10 CFR 600.220. In addition, we can meet all provisions of OMB Circular A-133. This will allow all agencies to verify that funds are used for authorized purposes and that there will be no instances of fraud, waste, error, or abuse.

# DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

Approved by OMB  
0348-0046

<b>1. * Type of Federal Action:</b> <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. * Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. * Report Type:</b> <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
<b>4. Name and Address of Reporting Entity:</b> <input checked="" type="checkbox"/> Prime <input type="checkbox"/> SubAwardee * Name <input style="width: 100%;" type="text"/> * Street 1 <input style="width: 45%;" type="text"/> Street 2 <input style="width: 45%;" type="text"/> * City <input style="width: 25%;" type="text"/> State <input style="width: 25%;" type="text"/> Zip <input style="width: 15%;" type="text"/> Congressional District, if known: <input style="width: 20%;" type="text"/>		
<b>5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime:</b> <div style="height: 100px;"></div>		
<b>6. * Federal Department/Agency:</b> <input style="width: 100%;" type="text"/>	<b>7. * Federal Program Name/Description:</b> <input style="width: 100%;" type="text"/> Energy Efficiency & Conservation Block Grant Program CFDA Number, if applicable: <input style="width: 20%;" type="text"/> 81.128	
<b>8. Federal Action Number, if known:</b> <input style="width: 100%;" type="text"/>	<b>9. Award Amount, if known:</b> \$ <input style="width: 50%;" type="text"/>	
<b>10. a. Name and Address of Lobbying Registrant:</b> Prefix <input style="width: 10%;" type="text"/> * First Name <input style="width: 20%;" type="text"/> None Middle Name <input style="width: 20%;" type="text"/> * Last Name <input style="width: 30%;" type="text"/> Suffix <input style="width: 10%;" type="text"/> * Street 1 <input style="width: 45%;" type="text"/> Street 2 <input style="width: 45%;" type="text"/> * City <input style="width: 25%;" type="text"/> State <input style="width: 25%;" type="text"/> Zip <input style="width: 15%;" type="text"/>		
<b>b. Individual Performing Services</b> (including address if different from No. 10a) Prefix <input style="width: 10%;" type="text"/> * First Name <input style="width: 20%;" type="text"/> None Middle Name <input style="width: 20%;" type="text"/> * Last Name <input style="width: 30%;" type="text"/> Suffix <input style="width: 10%;" type="text"/> * Street 1 <input style="width: 45%;" type="text"/> Street 2 <input style="width: 45%;" type="text"/> * City <input style="width: 25%;" type="text"/> State <input style="width: 25%;" type="text"/> Zip <input style="width: 15%;" type="text"/>		
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.		
<b>* Signature:</b> <input style="width: 100%;" type="text"/> Completed on submission to Grants.gov <b>* Name:</b> Prefix <input style="width: 10%;" type="text"/> * First Name <input style="width: 20%;" type="text"/> Middle Name <input style="width: 20%;" type="text"/> * Last Name <input style="width: 30%;" type="text"/> Suffix <input style="width: 10%;" type="text"/> <b>Title:</b> <input style="width: 25%;" type="text"/> <b>Telephone No.:</b> <input style="width: 25%;" type="text"/> <b>Date:</b> <input style="width: 50%;" type="text"/> Completed on submission to Grants.gov		
<b>Federal Use Only:</b>		Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)

## NEPA Reporting Requirements for KS-CITY-Lawrence

Under the EECBG, the City of Lawrence proposes three projects: hiring a sustainability coordinator, upgrading the HVAC and lights at the existing Public Library, and converting several downtown streetlights to LED lights. These projects fall under the following NEPA Activity Descriptions:

*Hiring a Sustainability Coordinator-* Activity Number 2, “retaining technical consultant services to assist the eligible entity in the development of such a strategy”;

*Upgrading Facilities at the Public Library-* Activity Number 6, “development and implementation of energy efficiency and conservation programs for buildings and facilities within the jurisdiction of the eligible entity”; and

*Installing LED Bulbs in Downtown Streetlights-* Activity Number 6, “development and implementation of energy efficiency and conservation programs for buildings and facilities within the jurisdiction of the eligible entity”.

Based on the Financial Assistance Funding Opportunity Announcement from the United States Department of Energy National Energy Technology Laboratory for the Energy Efficiency and Conservation Block Grants, page 19-21, no further action is needed for environmental reporting at this time for Activities of this type.





DAVID L. CORLISS  
CITY MANAGER

# City of Lawrence

## CITY MANAGER'S OFFICE

City Offices  
PO Box 708 66044-0708  
[www.lawrenceks.org](http://www.lawrenceks.org)

6 East 6<sup>th</sup> St  
785-832-3000  
FAX 785-832-3405

### CITY COMMISSION

MAYOR  
ROBERT CHESTNUT

COMMISSIONERS  
MIKE AMYX  
ARON E. CROMWELL  
LANCE M. JOHNSON  
MICHAEL DEVER

June 19, 2009

US Department of Energy

RE: City of Lawrence, Kansas Application: Recovery Act – Energy Efficiency and Conservation Block Grants – Formula Grants (Funding Opportunity Number: DE-FOA-0000013)

To Whom It May Concern:

This letter is provided in response to requirements set forth in the funding announcement for the EECBG program.

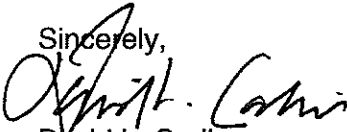
Per requirements outlined on page 17 of the funding announcement, the City of Lawrence assures that all laborers and mechanics on projects funded directly by or assisted in whole or in part by and through EECBG funding will be paid wages at rates not less than those prevailing on projects of a character similar in the locality as determined by subchapter IV of Chapter 31 of the title 40, United States Code (Davis-Bacon Act).

Additionally per requirements on page 18 of the funding announcement, the duly authorized official or highest elected official within the unit of local government must certify the name and contact information for the part of the eligible government that is authorized to receive funds and implement the EECBG Program. As previously submitted through the FedConnect website, Assistant City Manager Cynthia Boecker is the City of Lawrence contact for all items relating to this grant submission, award and implementation. All correspondence and funding should be directed to her attention. Ms. Boecker's contact information is below.

Cynthia Boecker  
Assistant City Manager  
City of Lawrence  
6 East 6<sup>th</sup> Street  
Lawrence, KS 66044  
785.832.3400  
[cboecker@ci.lawrence.ks.us](mailto:cboecker@ci.lawrence.ks.us)

We thank you for the opportunity to apply for these funds.

Sincerely,



David L. Corliss  
City Manager

