**STATE OF MAINE**

**Governor’s Office of Policy Innovation and the Future**



**RFA#202312241**

**Community Resilience Partnership**

**Energy Efficiency Priorities Grant**

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| --- | --- |
| **RFA Coordinator** | All communication regarding the RFA must be made through the RFA Coordinator identified below.  **Name:** Ashley Krulik **Title:** Community Resilience Partnership Program Manager  **Contact Information:** [Ashley.Krulik@maine.gov](mailto:Ashley.Krulik@maine.gov) |
| **Informational Webinar** | **Date:** Dec 20, 2023 **Time:** 1:30 p.m., local time  **Location:** virtual webinar (Zoom)  Please click the link below to join the webinar:  <https://mainestate.zoom.us/j/87872325696> |
| **Submitted Questions** | All questions must be submitted, by e-mail, to the RFA Coordinator no later than **January 12, 2024** at 11:59 pm, local time and must include **“RFA#202312241 Questions”** in the subject line of the e-mail. |
| **Application Submission Period** | *Applications must be received by the Division of Procurement Services by:*  **Initial Submission Deadline: February 16, 2024**, no later than 11:59 p.m., local time. Applications must be submitted electronically to the Division of Procurement Services at [proposals@maine.gov](mailto:proposals@maine.gov) and must include **“RFA#202312241 Application – [Applicant’s Name]”** in the subject line of the e-mail. |

**TABLE OF CONTENTS**

|  |  |
| --- | --- |
|  | **Page** |
|  |  |
| **DEFINITIONS** | **3** |
|  |  |
| **DETAILS AND INSTRUCTIONS** | **4** |
| 1. Application Purpose and Background 2. General Provisions 3. Eligibility to Submit Applications 4. Number of Awards 5. Contract Terms 6. Future Grant Rounds |  |
|  |  |
| **ACTIVITIES AND REQUIREMENTS** | **7** |
| 1. Grant Description 2. Application Components 3. Reporting Requirements |  |
|  |  |
| **KEY PROCESS EVENTS** | **15** |
| 1. Informational Meetings 2. Submitting Questions about the Request for Applications 3. Amendments to the Request for Applications 4. Submitting an Application |  |
|  |  |
| **APPLICATION EVALUATION AND SELECTION** | **17** |
| 1. Scoring Weights and Process 2. Selection and Award 3. Appeal of Contract Awards |  |
|  |  |
| **APPLICATION FORM** | **19** |
|  |  |
| **APPENDIX A** | **20** |

**RFA TERMS/ACRONYMS with DEFINITIONS**

The following terms and acronyms, as referenced in the RFA, shall have the meanings indicated below:

| **Term/Acronym** | **Definition** |
| --- | --- |
| **Department, GOPIF** | Governor’s Office of Policy Innovation and the Future (GOPIF) |
| **RFA** | Request for Application |
| **State** | State of Maine |
| **Community** | A municipal government, Tribal Government, plantation, township, or unorganized territory in Maine. |
| **Group** | Multiple communities submitting a single joint application for grant funding. |
| **Service Provider** | An organization that has received a Service Provider Grant for the purpose of assisting communities to meet the enrollment requirements for the Community Resilience Partnership. |
| **EECBG** | The federal Energy Efficiency & Conservation Block Grant program that is source of funds for this grant. |
| **Community Action Grant (CAG)** | The Community Resilience Partnership’s standard grant opportunity for projects that reduce energy use and costs, transition to clean energy, and make communities in Maine more resilient to climate change. |

**Community Resilience Partnership**

**Energy Efficiency Priorities Grant**

**RFA#202312241**

**Details and Instructions**

## Application Purpose and Background

The Governor’s Office of Policy Innovation and the Future (Department) is seeking applications for the Energy Efficiency Priorities Grant as defined in this Request for Application (RFA) document. This document provides the Application to be used for submittal, instructions for submitting applications, the procedure and criteria by which the awarded Applicants will be selected.

The Community Resilience Partnership provides grants and assistance to municipalities, Tribal Governments, and unorganized territories for projects that reduce energy use and costs, transition to clean energy, and make communities in Maine more resilient to climate change.

**The Energy Efficiency Priorities Grant (EEPG) is a special, one-time grant round of the Community Resilience Partnership**. The purpose of the Energy Efficiency Priorities Grant is to distribute federal funds to disadvantaged communities in Maine for projects that improve energy efficiency and implement clean energy systems. This special grant round differs from the Community Resilience Partnership’s standard Community Action Grant in important ways described in this Request for Applications.

## General Provisions

1. From the time this RFA is issued until award notification is made, all contact with the State regarding this RFA must be made through the RFA Coordinator identified on the cover page of this RFA. No other person/State employee is empowered to make binding statements regarding this RFA. Violation of this provision may lead to disqualification from the application process, at the State’s discretion.
2. The Applicant shall take careful note that in evaluating its application submitted in response to this RFA the Department will consider materials provided in the application and internal Departmental information of previous contract history, if any, with the Applicant. The Department also reserves the right to consider other reliable references and publicly available information in evaluating the Applicant’s experience and capabilities.
3. All submissions in response to this RFA will be public records, available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA) ([1 M.R.S. § 401](http://www.mainelegislature.org/legis/statutes/1/title1sec401.html) et seq.).
4. All applicable laws, whether or not herein contained, shall be included by this reference. It shall be the Applicant’s responsibility to determine the applicability and requirements of any such laws and to abide by them.

## Eligibility to Submit Applications

To be eligible for the Energy Efficiency Priorities Grant, a community must be BOTH:

* enrolled in the Community Resilience Partnership,

AND

* contain a census tract designated as Disadvantaged by the US EPA’s [Climate and Economic Justice Screening Tool](https://toolkit.climate.gov/tool/climate-and-economic-justice-screening-tool) (CEJST).

Appendix A provides a list of municipalities and unorganized territories in Maine deemed to meet the Disadvantaged requirement for the purposes of this grant.

Municipalities and federally recognized tribal governments that are eligible for a direct allocation of federal EECBG funds are not eligible for this grant. See Appendix A for more information.

Eligible communities may apply either individually or as part of a Group of eligible communities:

1. Individual Communities (as defined on page 3) in Maine that are enrolled in the Community Resilience Partnership and meet the Disadvantaged Community requirement.

Applicants that wish to enroll in the Partnership must submit the [enrollment materials](https://www.maine.gov/future/climate/community-resilience-partnership/support) through the [enrollment portal](https://me.accessgov.com/governor/Forms/Page/governor/mcrp/) by the grant application deadline.

1. A Group of Eligible Communities may apply jointly for projects that address mutual goals and have interrelated scopes of work.
   1. Each community in the group must be enrolled in the Partnership at the time the grant application is submitted or submit enrollment materials through the [enrollment portal](https://me.accessgov.com/governor/Forms/Page/governor/mcrp/) by the grant application deadline.
   2. Each community in the group must meet the Disadvantaged requirement.
   3. Service Providers, as defined on page 3, may apply on behalf of groups of eligible communities. (See Section H-6 for budget allowances for service provider organizations.)
   4. Letters of support must be provided from each community in the proposed group.
   5. A multi-community application must designate a lead applicant. Factors to consider might include which community will receive the grant funds and manage the contracting and grant reporting on behalf of the partner communities. The communities may wish to have a memorandum of understanding (MOU) that spells out the responsibilities of each community. If an MOU is established, GOPIF may request a copy of the document during the grant contracting phase.

School districts, water and sewer districts, neighborhood associations, and similar entities are not eligible to be primary applicants but are encouraged to partner with an eligible entity described above.

A community may participate in no more than one (1) application to the Energy Efficiency Priorities Grant.

Communities may apply to both this Energy Efficiency Priorities Grant and the Spring 2024 Community Action Grant (see program statement CAG2024-4 on the [CRP website](https://www.maine.gov/future/climate/community-resilience-partnership)). However, to make awards available to as many communities as possible, applicants will not be awarded both grants. Applicants that are successful in this Energy Efficiency Priorities Grant will not have their Community Action Grant application scored.

Eligible communities with an active Community Action Grant from an earlier round may apply for the Energy Efficiency Priorities Grant but may not apply for new funds to support the same scope of work. Active Community Action Grants must be in good standing, meaning that grant reporting requirements are being met and project completion is expected on time and on budget.

## Number of Awards

GOPIF anticipates making awards of approximately $100,000 each to ten (10) eligible communities through a competitive Request for Applications (RFA) process.

Funding for this grant is provided by a formula allocation to the State of Maine via the federal Energy Efficiency and Conservation Block Grant. GOPIF will award approximately $1,000,000 of the state allocation to disadvantaged communities. The Department may use this RFA to award all, part, or none of this allocation at its discretion.

Minimum and Maximum Award: Individual communities, as defined above, are eligible for a minimum award of $80,000 and a maximum award of $100,000. Groups of communities applying jointly are eligible for awards of up to $100,000 per community.

## Contract Terms

Contract terms will be either one (1) or two (2) years, as specified by the applicant’s proposal.

The expected start of the grant performance period is on or around May 1, 2024.

## Future Grant Rounds

This is a one-time grant round for the purpose of awarding specific federal funds to eligible communities in Maine.

**Activities and Requirements**

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## Grant Description

* 1. **Eligible activities**

Grant awards will support energy efficiency, electrification, and clean energy improvements to publicly owned property.

Applicants are encouraged to combine multiple technologies in a proposal. For example, installing heat pumps, solar panels, and battery storage on site to make a building more resilient for emergency operations or community sheltering purposes.

Applicants may propose one or more activities from the following eligible categories and uses of these grant funds:

1. **Energy conservation and energy efficiency retrofits** to existing, publicly owned buildings including:

• Energy efficiency retrofit measures, including weatherization and upgrading interior lighting to LEDs.

• Building electrification measures, including the installation of heat pumps, heat pump water heaters, high efficiency (EnergyStar) electric cooking equipment, and associated wiring and panel upgrades.

• Energy management systems, including grid-interactive equipment such as smart thermostats and building energy management systems.

**NOTE**: Energy efficiency projects such as heat pumps, VRF systems, LED lighting upgrades, water heaters, etc. must be eligible for [Efficiency Maine’s incentives](https://www.efficiencymaine.com/). The applicant’s project budget must include applicable Efficiency Maine rebates or incentives.

• Energy efficiency measures that are part of new construction are not eligible.

1. **Transportation electrification**, including:

• Electrifying government vehicle fleets through the purchase of electric vehicles (such as cars, vans, trucks, transit buses, recycling/waste collection vehicles, mowers, and electric outboard motors). Purchased vehicle(s) must replace existing in-service gasoline, diesel, or natural gas fueled fleet vehicle(s) on a one-for-one basis. In the application form, provide the VIN for the replaced vehicle and how it will be removed from the municipal fleet.

• A maximum of $7,500 per electric light-duty vehicle and $15,000 per electric medium- or heavy-duty vehicle may be requested. Where applicable, Efficiency Maine’s electric vehicle rebate must be included in the applicant’s project budget.

• E-bikes and electric school buses are not eligible.

• Purchase and installation of electric vehicle charging stations and equipment for municipal fleet vehicle charging or public EV charging. Note: Parking lot improvements such as paving or concrete parking pads are not eligible uses of funds)

1. **Clean Energy and Distributed Energy Systems** sited at or on public property and developed for purpose of increasing municipal energy efficiency, including:

• Purchase and installation of on-site renewable energy technologies (e.g., solar energy, wind energy, fuel cells, or biomass) provided that structural reinforcement is not necessary, no trees are removed, and the following conditions:

• Solar-energy systems of 60 kW nameplate capacity or less, on existing structures or ground-mounted.

• Wind-energy systems of 20 kW nameplate capacity or less.

• Construction of new structures is not an eligible use of funds, such as a parking lot shade structure upon which solar would be mounted.

• Purchase and installation of battery storage systems less than 1,000 kWh.

• Design and installation of microgrid technologies.

1. **Public Engagement Activities** that account for not more than 5% of the project budget:

• Public displays that communicate the project’s benefits, such as energy conserved, dollars saved, or fuel use avoided.

• Public events that educate residents on the benefits of energy efficiency, electrification, and clean energy.

• Outreach activities that help low-income, disadvantaged, or vulnerable community members benefit from energy efficiency improvements.

1. **Administrative Activities** that account for not more than 10% of the project budget:

• Project management

• Grant reporting

• Tracking of energy or fuel conservation (for example, tracking baseline energy usage and energy savings in buildings via the [EnergyStar Portfolio Manager](https://www.energystar.gov/buildings/benchmark).)

• Tracking, capture, and reinvestment of energy cost savings (for example, establishing a fund that captures avoided energy/fuel costs in order to support future energy efficiency improvements or to support energy efficiency programs for disadvantaged community members)

1. **Ancillary Equipment and Limitations**

Ancillary equipment that is necessary for the installation of energy efficiency upgrades or that is necessary for the proper functioning and safety of systems, such as electric system upgrades and wiring upgrades required by electrical codes are considered an eligible use of funds.

Similarly, minor modification of structures or equipment necessary for proper installation and function of energy efficient equipment may be eligible, with prior approval from the U. S. Department of Energy.

New construction, major structural improvements, and roof replacements are not eligible uses of funds.

* 1. **Cost-share (or match)**

There is no local cost share (match) requirement to access the Energy Efficiency Priority Grants.

Energy Efficiency Priority Grant funds may not be used as match for other federal funds.

* 1. **Federal policy compliance**

Recipients of Energy Efficiency Priority Grant funds, and all vendors and contractors, are subject to provisions and requirements of the following federal laws. Grant awardees will be required to report regularly regarding compliance with these laws.

The **Build America, Buy America (BABA) Act** applies a domestic content procurement preference requirement to any federally funded public infrastructure project. All iron, steel, manufactured products, and construction materials used in the project must be produced in the United States.

• Energy efficiency improvements to municipal buildings are considered public infrastructure projects and, if funded by this grant, must conform to the BABA requirement.

• Manufactured products include items affixed to a public building, such as heat pumps, heat pump water heaters, cooking appliances, LED lighting equipment, EV charging equipment, solar panels, battery systems, and similar products.

• Electric vehicle purchases are not subject to Buy America, Build America requirements.

Waivers - A federal waiver may be requested by the State of Maine for products that are not produced in the United States in sufficient and reasonably available quantities or of a satisfactory quality (“Non-Availability waiver”) or if materials produced in the United States will increase the cost of the overall project by more than 25 percent (“Unreasonable Cost waiver”).

Grant recipients must certify or provide equivalent documentation for proof of compliance that a good faith effort was made to solicit bids for domestic products used the infrastructure project under this award. Applicants should indicate in the application form if a waiver is requested.

More information about the Build America, Buy America Act can be found at: <https://www.energy.gov/management/build-america-buy-america>.

**Davis-Bacon Act** - Contractors and subcontractors on grant-funded projects are required to pay laborers local prevailing wages and to submit weekly certified payroll records to the contracting agency while work is in progress. Contractors and subcontractors are also subject to rules concerning allowable payroll deductions. More information about the Davis-Bacon Act can be found at: <https://www.energy.gov/scep/wap/articles/davis-bacon-101-overview-davis-bacon-act>.

**National Environmental Policy Act (NEPA)** – Any activities that cause ground disturbance may require a NEPA review.

**Floodplains and wetlands** – Projects may not be sited within the 100-year floodplain or in a wetland.

**National Historic Preservation Act** – Any project activities that improve or alter a building that is more than 50 years old, located in a historic district, or of historical significance will require compliance with the National Historic Preservation Act and must be conducted in consultation with the State Historic Preservation Officer.

Applicants that will procure services from a vendor or contractor are encouraged to confirm that the firm has experience complying with these federal laws.

## Application Components

A complete and scoreable application for funding will include the following components. Specific descriptions of each component are included in the required application form (see page 18).

1. **Application Information and Eligibility**

Applicants must complete the following documents as part of their application:

* Application Cover Page & General Assurances
* Debarment, Performance and Non-Collusion Certification
* Eligibility and Applicant Information (see Section C above)

Applicants must also provide a certificate of insurance on a standard ACORD form (or the equivalent) evidencing the Bidder’s general liability, professional liability and any other relevant liability insurance policies that might be associated with the proposed services.

Previous Community Action Grant status

If applicable, applicants must provide information on previously received Community Action Grants including current status and whether the project is meeting the reporting requirements and the proposed timeline and outcomes. Applicants who are not meeting the requirements of their current grant agreement(s) are not eligible for an additional grant.

Community Characteristics

Applicants should refer to the following sources to complete the Community Characteristics section of the application form:

* Community Resilience Partnership regions:

Region 1: York, Cumberland, Sagadahoc, Lincoln, Knox, and southern Oxford Counties (including Brownfield, Denmark, Fryeburg, Hiram, Lovell, Porter, Stoneham, Stow, Sweden).

Region 2: Waldo, Hancock, and Washington Counties.

Region 3: Androscoggin, Oxford, Kennebec, Franklin, and Somerset Counties.

Region 4: Piscataquis, Aroostook, and Penobscot Counties.

* Social Vulnerability Index (SVI) [categorization information](https://www.maine.gov/future/sites/maine.gov.future/files/inline-files/SVI%20Communities%20Map%20and%20List_2021-12-01_1.pdf)

1. **Project Scope of Work**

* Project Description - Describe the proposed project, including specific tasks to be undertaken and the final deliverables resulting from the work (for example, number of heat pumps installed).
* Site Description - Describe the site(s) and/or building(s) where the project will take place. For buildings, include the year of construction, square footage, and details relevant to the project, such as existing heating system type, roof age, etc. If applicable, describe any planned ground disturbance activities or historic significance of the site.
* Project Timeline - Describe the timeline for completing each task or deliverable and the expected completion of the grant-funded project.
* Project Need - Describe the need for the project. Why is this project a community priority?

1. **Feasibility**

Define success for the proposed project and describe the project management approach to achieve these outcomes successfully.

* Project Outcomes – Describe the expected outcomes from completion of this project. This may include expected cost savings, kilowatt-hours of reduced energy consumption or renewable energy generation, or gallons of fuel reduction. This may also include increased energy reliability, improved building comfort and utility for occupants and visitors, decreased maintenance requirements, etc. Provide explanations for how these outcomes were estimated and will be measured.
* Project Management – Describe the roles and responsibilities that will be assigned to key staff, contractors, and project partners to ensure successful completion of this scope of work and achieving the expected outcomes.

1. **Administrative Processes**

* Grant Administration - Describe the community’s approach to meeting the administrative responsibilities of this grant, including who will be responsible for reporting and compliance with federal rules.
* Energy Cost Savings Tracking and Capture – Describe how cost savings resulting from this project will be tracked, captured, and retained for future use. (Future uses will be described in the next section)

1. **Public Engagement and Equitable Distribution of Benefits**

* Community Engagement –Describe the project’s approach to community engagement. Applicants should identify priority audiences in the grant proposal. Applicants are strongly encouraged to identify vulnerable or disadvantaged community members and groups and how they will be engaged. At a minimum, community engagement should include public education about the project and the benefits of energy efficiency and clean energy. (Any public engagement that led up to this application is appreciated. However, please focus the response here on engagement activities that will happen during the project timeline.)
* Reinvestment of Cost Savings –Describe how the expected energy cost savings captured from this project will be redeployed. For example, cost savings might be captured in a dedicated fund in order to support future municipal energy efficiency improvements or to support energy efficiency programs for vulnerable or disadvantaged community members.
* Community Benefits – Describe how community members will experience the outcomes and benefits of this project, especially how the outcomes might benefit vulnerable or disadvantaged community members.

1. **Budget Proposal**

Applicants must provide a Budget Narrative and Budget Worksheet detailing the cost of the grant and how funds will be allocated to specific tasks.

The Budget Narrative should provide a detailed explanation of proposed project expenses, organized by task. Explain how cost estimates were determined and attach vendor estimates if available. Also include how the proposed grant funding will be combined with other funding sources or incentives to support the project.

Eligible expenses are limited to those incurred during the grant period of performance. Expenses incurred prior to or after the period of performance are not eligible.

While cost-share or match is not required, applicants are encouraged to describe any other sources of funds, incentives, or in-kind match, if applicable, in the budget worksheet and budget narrative. In-kind match is the value of any real property, equipment, goods, or services contributed to the grant that would have been eligible costs. Only costs incurred during the grant period may be counted as in-kind match.

No more than 10% of the project budget may support administrative costs or costs awarded to a service provider organization.

No more than 5% of the project budget may support public engagement efforts.

**IMPORTANT**: The applicant’s budget narrative and budget worksheet must include any applicable incentives or rebates (for example, from Efficiency Maine) at the time of application, including for electric vehicles and charging equipment, heat pumps and VRF systems, LED lighting, and water heaters. **Applications that take advantage of Efficiency Maine incentives may receive up to 2 additional scoring points.**

**Federal “direct pay” Clean Energy Projects Tax Credits:** Applicants are strongly encouraged to utilize applicable federal tax credits that are now available to tax-exempt entities, including local governments, through an option known as “direct-pay” or “elective pay”. Federal tax credits of up to 30% of eligible project costs may apply to qualifying clean energy projects including solar, wind, and battery storage projects; installing electric vehicle charging infrastructure; and purchasing electric vehicles for town or city vehicle fleets. More information, including eligible projects and requirements, can be found on the [Direct Pay Through the Inflation Reduction Act](https://www.whitehouse.gov/cleanenergy/directpay/#loca) webpage and the IRS [Elective Pay and Transferability](https://www.irs.gov/credits-deductions/elective-pay-and-transferability) webpage. **Applications that take advantage of “direct pay” for federal tax credits may receive up to 3 additional scoring points.**

## Reporting Requirements

Awardees will be required to report regularly on compliance with grant terms and federal laws. GOPIF intends to provide training and “helpdesk" support to assist awardees with the following requirements:

* Grant performance reports and invoices to the State of Maine (quarterly and final).
* NEPA reporting logs on ground disturbance, if applicable (quarterly).
* Historic Preservation, if applicable (annually).
* Buy America, Build America
* Davis-Bacon Act wage reporting (weekly while work is in progress, and semi-annually).

**Key Process Events**

## Informational Meetings

The Department will host an Informational Meeting concerning the RFA via Zoom. Time and a web link to the meeting are provided on the cover page of this RFA.

The purpose of the Informational Meeting is to provide information about the grant program, answer and/or field questions, clarify for potential Applicants any aspect of the RFA requirements that may be necessary and provide supplemental information to assist potential Applicants in submitting responses to the RFA. Although attendance at the Informational Meeting is not mandatory, it is strongly encouraged that interested Applicants attend.

## Submitting Questions about the Request for Applications

Any questions must be submitted by e-mail and received by the RFA Coordinator identified on the cover page of this RFA, as soon as possible but no later than the date and time specified on the RFA cover page. Submitted Questions must include the subject line “RFA# 202312241 Questions”. The Department assumes no liability for assuring accurate/complete/on time e-mail transmission and receipt.

Question & Answer Summary: Responses to all questions will be compiled in writing and posted on the Division of Procurement Services [Grant RFPs and RFAs](https://www.maine.gov/dafs/bbm/procurementservices/vendors/grants) website. It is the responsibility of all interested parties to go to this website to obtain a copy of the Question & Answer Summary. Only those answers issued in writing on this website will be considered binding.

## Amendments to the Request for Applications

All amendments (if any) released in regard to this Request for Applications will be posted on the Division of Procurement Services [Grant RFPs and RFAs](https://www.maine.gov/dafs/bbm/procurementservices/vendors/grants) website. It is the responsibility of all interested parties to go to this website to obtain amendments. Only those amendments posted on this website are considered binding.

## Submitting an Application

* 1. **Applications Due:** Applications must be received no later than 11:59 p.m. local time, on the date listed on the cover page of the RFA. E-mails containing original application submissions, or any additional or revised application files, received after the 11:59 p.m. deadline will be rejected without exception.

If the need arises, the Department may reopen this RFA.

1. **Submission Instructions:** Applications are to be submitted electronically to the State of Maine Division of Procurement services, via e-mail, to [proposals@maine.gov](mailto:proposals@maine.gov).
   1. Only applications received by e-mail will be considered. The Department assumes no liability for assuring accurate/complete e-mail transmission and receipt.
   2. E-mails containing links to file sharing sites or online file repositories will not be accepted as submissions. Only e-mail applications that have the actual requested files attached will be accepted.
   3. Encrypted e-mails received which require opening attachments and logging into a proprietary system will not be accepted as submissions. Please check with your organizations Information Technology team to ensure your security settings will not encrypt your proposal submission.
   4. File size limits are 25MB per e-mail. Applicants may submit files across multiple e-mails, as necessary, due to file size concerns. All e-mails and files must be received by the due date and time listed above.
   5. Applicants are to insert the following into the subject line of their e-mail submission: “RFA# 202312241 – [Applicant’s Name]”.
   6. Applications are to be submitted as a single, typed, PDF or Word file and contain the completed application form (found on page 19) and all relevant attachments.

**Application Evaluation and Selection**

## Scoring Weights and Process

|  |  |
| --- | --- |
| **Scoring Criteria** | **Points Available** |
| **Criteria 1: Applicant Information and Eligibility**   * Meets the Disadvantaged Community definition * Enrolled in the Community Resilience Partnership (CRP) * Any active CRP grants are in good standing, if applicable * Acceptance of federal requirements | Pass/Fail |
| **Criteria 2: Project Scope of Work** | 25 points |
| **Criteria 3: Feasibility** | 20 points |
| **Criteria 4: Administrative Processes** | 15 points |
| **Criteria 5: Public Engagement and Equitable Distribution of Benefits** | 15 points |
| **Criteria 6: Budget Proposal** | 25 points   * Budget Narrative & Worksheet – 20 points * Use of Efficiency Maine rebates – up to 2 points * Use of federal “direct pay” tax credit – up to 3 points |
| **Total Points** | **100 points** |

An evaluation team composed of qualified reviewers will judge the merits of the applications received in accordance with the criteria defined in the RFA.  
  
For applications that demonstrate meeting the eligibility requirements in Criteria 1, the evaluation team will use a consensus approach to evaluate and score the remaining Criteria sections shown above. Members of the evaluation team will not score those sections individually but, instead, will arrive at a consensus as to assignment of points for each of those sections.

## Selection and Award

* 1. The final decision regarding the award of the contract will be made by representatives of the Department subject to approval by the State Procurement Review Committee.
  2. Notification of conditional award selection or non-selection will be made via email by the Department.
  3. Issuance of the RFA in no way constitutes a commitment by the State of Maine to award a contract, to pay costs incurred in the preparation of a response to the RFA, or to pay costs incurred in procuring or contracting for services, supplies, physical space, personnel, or any other costs incurred by the Bidder.
  4. The Department reserves the right to reject any and all applications or to make multiple awards.

## Appeal of Contract Awards

Any person aggrieved by the award decision that results from the RFA may appeal the decision to the Director of the Bureau of General Services in the manner prescribed in [5 M.R.S.A. § 1825-E](http://www.mainelegislature.org/legis/statutes/5/title5sec1825-E.html) and [18-554 Code of Maine Rules Chapter 120](https://www.maine.gov/dafs/bbm/procurementservices/policies-procedures/chapter-120). The appeal must be in writing and filed with the Director of the Bureau of General Services, 9 State House Station, Augusta, Maine, 04333-0009 within 15 calendar days of receipt of notification of conditional contract award.

**Community Resilience Partnership**

**Energy Efficiency Priorities Grant**

**RFA# 202312241**

**Application Form**

****

Applicants must use the embedded application document to complete their application. The application document can be accessed by double clicking on the icon above.

Applicants must also provide a certificate of insurance on a standard ACORD form (or the equivalent) evidencing the Bidder’s general liability, professional liability and any other relevant liability insurance policies that might be associated with the proposed services.

**APPENDIX A – Community Eligibility**

**CRP Enrollment** - To be eligible for this grant communities must be enrolled in the Community Resilience Partnership or submit enrollment materials simultaneously with the grant application.

**Disadvantaged Communities** - Additionally, communities must contain a census tract designated as Disadvantaged by the U.S. Environmental Protection Agency’s [Climate and Economic Justice Screening Tool](https://toolkit.climate.gov/tool/climate-and-economic-justice-screening-tool) (CEJST).

The municipalities and unorganized territories listed below are deemed to meet the Disadvantaged requirement. Communities in **bold** meet both the CRP enrollment and the Disadvantaged requirements as of the publication date of this RFA.

**Abbot**

Addison

Albion

Alexander

Allagash

Alton

Amherst

Amity

Anson

Argyle

Ashland

Athens

Atkinson

Augusta

Aurora

Avon

Baileyville

Bancroft

Baring

**Bath**

Beals

Beddington

Bingham

Blaine

Blanchard

Bowerbank

Bradford

Brewer

Bridgewater

Brighton

Brooks

Brownville

Bucksport

Burlington

Byron

Calais

Cambridge

Canaan

Canton

Caratunk

Caribou

Carroll

**Carthage**

Cary

Caswell

Central Aroostook

Central Hancock

Charleston

Charlotte

**Cherryfield**

Chester

Clinton

Codyville

Columbia

Columbia Falls

Connor

Cooper

Coplin

Corinth

Cornish

Cornville

Crawford

Crystal

Cutler

Cyr

**Danforth**

Deblois

**Deer Isle**

Dennistown

Dennysville

Detroit

Dexter

Dixfield

**Dover-Foxcroft**

Drew

Dyer Brook

Eagle Lake

East Central Franklin

East Central Penobscot

East Central Washington

East Hancock

East Machias

East Millinocket

Eastbrook

Easton

**Eastport**

Edinburg

**Enfield**

**Eustis**

Exeter

**Fairfield**

Fort Fairfield

Frankfort

Franklin

Frenchville

**Gardiner**

Garfield

**Garland**

Glenwood

Grand Isle

Grand Lake Stream

Great Pond

Greenbush

**Greenville**

**Greenwood**

Guilford

Hamlin

Hammond

Harmony

Harrington

Harrison

Hartland

Haynesville

Hersey

Hibberts

Highland

Hiram

Hodgdon

Houlton

**Howland**

Hudson

Industry

Island Falls

Jackman

Jackson

Jefferson

Jonesboro

**Jonesport**

Kingman

Kingsbury

Lagrange

Lake View

Lakeville

Lee

**Limestone**

Lincoln

Linneus

Littleton

Livermore Falls

Lowell

**Lubec**

Ludlow

**Machias**

Machiasport

Macwahoc

Madawaska

Madison

**Mariaville**

Mars Hill

Marshfield

Masardis

Mattawamkeag

Maxfield

Meddybemps

Medford

Medway

Mercer

Merrill

Mexico

Milbridge

**Millinocket**

Milo

Monroe

Monson

Monticello

Moose River

Moro

Moscow

Mount Chase

Nashville

New Canada

New Limerick

New Sweden

New Vineyard

Norridgewock

North Franklin

North Penobscot

North Washington

Northeast Piscataquis

Northeast Somerset

Northfield

Northwest Aroostook

Northwest Hancock

Northwest Piscataquis

Northwest Somerset

**Norway**

Oakfield

Orient

Osborn

**Otisfield**

Oxbow

Oxford

Palmyra

Parkman

Parsonsfield

Passadumkeag

Patten

Pembroke

Perham

Perry

**Phillips**

Pittsfield

Pleasant Ridge

Portage Lake

Porter

Prentiss

Presque Isle

Princeton

Prospect

Reed

Ripley

Robbinston

**Rockland**

Roque Bluffs

Roxbury

Rumford

Sangerville

Searsport

Sebec

Seboeis

Seboomook Lake

Sherman

Shirley

**Skowhegan**

Smithfield

Smyrna

**Solon**

Somerville

Sorrento

South Aroostook

South Franklin

South Oxford

Southeast Piscataquis

Springfield

Square Lake

St. Agatha

St. Albans

St. Francis

St. John

Stacyville

**Starks**

Steuben

Stockholm

Stockton Springs

Stoneham

**Stonington**

Stow

Strong

Sullivan

Swanville

Talmadge

Temple

The Forks

Topsfield

Unity

Van Buren

Vanceboro

Wade

Waite

Waldo

Wallagrass

Waltham

Washburn

**Waterville**

Webster

Weld

Wellington

Wesley

West Forks

West Paris

Westfield

Westmanland

Weston

Whitefield

**Whiting**

Whitney

**Whitneyville**

Willimantic

Winn

Winslow

Winterville

Woodland

**Woodstock**

Woodville

Wyman

Tribal governments and the following ten (10) municipalities are not eligible for the Energy Efficiency Priorities Grant due their eligibility for a direct federal allocation of EECBG funds:

Auburn

Bangor

Biddeford

Brunswick

Lewiston

Portland

Sanford

Scarborough

South Portland

Westbrook

County and Tribal governments, and the ten (10) municipalities above can apply to the U.S. Department of Energy for their EECBG federal direct allocations by April 30, 2024. More information is here: <https://www.energy.gov/scep/energy-efficiency-and-conservation-block-grant-program>.