

District of Columbia
Department of Energy and Environment



**NOTICE OF FUNDING AVAILABILITY
AND
REQUEST FOR APPLICATIONS (RFA)**

Connected Communities: Distributed Energy Resources Demonstration Project
(Short name: Request for Applications: Connected Communities)
RFA # 2021-2105-EA

Publication Date: December 31, 2020

Application Deadline: February 1, 2021 at 4:30 p.m.

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SECTION 1. GENERAL INFORMATION

1.1 Introduction

The Department of Energy and Environment (DOEE) solicits applications from eligible entities (called “Applicants”). The goal of this Request for Applications (RFA) is to identify one or more partners to assist with submitting a concept paper and full application for a funding opportunity from the United States Department of Energy (US DOE). The US DOE Connected Communities funding opportunity announcement (FOA) will fund projects that will demonstrate how groups of buildings combined with other distributed energy resources (DERs) will maximize building, community, and grid efficiency. A partner’s project may be funded for implementation with a grant award under this RFA only if DOEE is awarded funds by the US DOE. An application submitted in response to this RFA is both a request to serve as a partner on DOEE’s application under the US DOE Connected Communities FOA and an application for a DOEE grant award, if DOEE receives US DOE funding. Throughout this RFA, the term “grant” refers to the grant to be awarded by DOEE, if the US DOE provides funding to DOEE.

The Energy Administration (EA) of DOEE will be submitting the application for the US DOE Connected Communities FOA. If DOEE receives US DOE funding, DOEE EA will administer any grant(s) awarded using the US DOE funding to partners selected through this RFA.

1.2 Purpose of the RFA

The purpose of this RFA is to select partners for the implementation of one or more projects that demonstrate how groups of buildings in the District of Columbia combined with other types of DERs, such as electric vehicle (EV) charging and photovoltaic (PV) generation, installed as part of project implementation can reliably and cost effectively serve as grid assets. If DOEE receives US DOE funding, one or more of the selected partners’ projects may receive a DOEE grant award to implement the project(s). By demonstrating the ability of groups of buildings and DERs to modify load, the partnership outcomes will enable increased energy efficiency, reduced energy demand, and reduced environmental impact. Additionally, this funding will benefit the District by improving energy grid resiliency, reducing greenhouse gas emissions, and minimizing increased utility rates during periods of peak demand. These benefits will further the goals set forth in the District’s Clean Energy DC and Sustainable DC 2.0 plans.

1.3 Source of Funds

The source of funds would be funding received by DOEE under the US DOE FOA. The funding amount would depend on the proposed project and amount of funding awarded by US DOE. If funded, partners have the opportunity to receive a portion of the estimated \$3,000,000-\$5,000,000 US DOE award. Applicant’s budgets should be based on a portion of the anticipated US DOE funding for no more than \$1,500,000.

1.4 Competition for Selection of a Partner and Grant Award

This RFA is competitive. Each Applicant must demonstrate its ability to carry out the activities as a DOEE partner for the US DOE FOA and for the grant, if awarded (called a “project”). A review panel will evaluate the applications for each advertised RFA according to the stated list of criteria in each RFA’s description. The most responsive application(s) will be recommended for selection by DOEE.

Specifically, selection of partners will be made based on eligibility (Section 1.6), the extent to which the proposed project fits within the scope and available funding of the US DOE FOA, strength of the application, and the organization’s capacity to achieve the US DOE FOA’s goals.

Each Applicant may submit an application for more than one project, if applicable. If an Applicant submits more than one project, it must do so in a separate application and submit all corresponding required documents.

1.5 Projects and Funds Available

DOEE seeks applications for:

Project Name	Project Amount
Connected Communities: Distributed Energy Resources Demonstration Project	No more than \$1,500,000

1.6 Eligibility

The following are eligible to apply if an “x” appears:

- Nonprofit organizations, including those with IRS 501(c)(3) or 501(c)(4) determinations;
- Faith-based organizations;
- Government agencies;
- Universities/educational institutions; and
- Private Enterprises.

Continuing conditions of eligibility are that the information in the application is complete and truthful and that the Applicant at all times is able to meet any material conditions stated in its application. For instance, if an Applicant’s ability to fulfill the terms of a DOEE grant is based on the availability of skilled staff and those staff should leave after the application’s submittal or the grant award to the Applicant, the Applicant has the responsibility to advise DOEE in writing

of this change in material conditions. Another example of change in material conditions that could result in the loss of eligibility would be the loss of the Applicant's tax-exempt status.

1.7 Definitions

District - The District of Columbia.

Grantee - The person provided a grant by the District, including a sub-grantee.

Partner - The person selected by DOEE to assist with submitting DOEE's application for funding under the US DOE Connected Communities FOA.

Person - A natural person or a legal entity, including a partnership, firm, association, joint venture, public or private corporation, trust, estate, commission, board, public or private institution, cooperative, the District government and its agencies, and the federal government and its agencies.

Writing - A tangible or electronic record of a communication or representation, including handwriting, typewriting, printing, photostat, fax, photography, word processing computer output, and e-mail. A "signed" writing includes an electronic symbol or process attached to, or logically associated with a writing, and executed or adopted by a person with the intent to sign the writing.

1.8 Permissible Use of Grant Funds

A Grantee may use grant funds only for allowable grant project expenditures. Grant funds related to work performed will be provided on a reimbursement basis, except that an advance of funds may be provided for grant administration expenses in limited circumstances for good cause approved by DOEE at its sole discretion.

1.9 Grant Monitoring

In its sole discretion, DOEE may use several methods to monitor the grant, including site visits, periodic financial reports and the collection of performance data. Each grant is subject to audit.

1.10 General Terms and Conditions

Appendix 1, "General Terms and Conditions" is incorporated by reference in this RFA. Applicants, Partners, and Grantees must comply with any and all applicable terms and conditions outlined in Appendix 1.

1.11 RFA Conditions - Promises, Certifications, Assertions, and Assurances

Appendix 2, “Applicant’s Promises, Certifications, and Assurances” (“PCA”), is incorporated by reference in this RFA.

1.12 DOEE’s Authority to Make Grants

DOEE has grant-making authority under:

- The Renewable Energy Portfolio Standard Act of 2004 (D.C. Law 15-340, D.C. Official Code §§ 34-1431-40), including § 34-1436(b) and (c)
- The Water Pollution Control Act of 1984, effective March 16, 1985, as amended, (D.C. Law 5-188; D.C. Official Code § 8-103.01 *et seq.*);
- The District Department of the Environment Establishment Act of 2005, effective February 15, 2006, as amended, (D.C. Law 16-51, D.C. Official Code § 8-151.01 *et seq.*);
- The Comprehensive Stormwater Management Enhancement Amendment Act of 2008, effective March 25, 2009, (D.C. Law 17-371; D.C. Official Code § 8-152.01 *et seq.*); and
- Other applicable laws and regulations.

1.13 Conflicts between RFA and Applicable Law

If any requirement of this RFA conflicts with a provision of any applicable law, including a District or federal law or regulation, the applicable legal provision shall control.

SECTION 2. SUBMISSION OF APPLICATION

2.1 RFA Release Date

The release date of this RFA is December 31, 2020.

2.2 Additional RFA Information

This RFA is issued on DOEE's website at <https://doee.dc.gov/page/grants-and-other-funding>.

The contact person for this RFA is Jack Akinlosotu.

2.3 Applications: When and Where

When: All applications must be received at the email address below by 4:30 p.m. on February 1, 2021.

Applications will be dated and recorded as "received" pending review by DOEE for completeness. DOEE considers an application to be "filed" only if all the required materials are submitted. Late or incomplete applications will be considered received, not filed.

What: The contents of the Application are specified in Section 3. Each Applicant must submit one electronic copy (e-mail) to CCRFP.grants@dc.gov formatted as a .pdf.

DOEE will not receive faxed copies.

2.4 Award Announcement

DOEE expects to notify each Applicant in writing of its application status within two weeks after the application due date.

2.5 Updates and Questions and Answers (Q & A)

CORRECTION!! CCRFA.grants@dc.gov is not the valid email address for this RFA.

Additional information may become available before the application is due. It is the Applicant's responsibility to stay up-to-date on the status and requirements of the RFA for which it is applying.

DOEE welcomes questions seeking clarification of matters in this RFA. Questions about the RFA should be sent to CCRFP.grants@dc.gov with "RE: RFA 2021-2105-EA" in the subject line.

DOEE will publish updates and Questions and Answers (Q&A) regarding the RFA at doee.dc.gov. DOEE will also create an email list to send updates and information regarding the RFA. A person can be put on the email list by immediately emailing CCRFP.grants@dc.gov with the subject line “RE RFA 2021-2105-EA – Add me to the email list.”

DOEE will provide the information to those on the email list at the same time the information is uploaded to the DOEE website. DOEE will not mail out updates or Q&A materials.

The cut-off date for receipt of any questions is one week prior to the application deadline.

SECTION 3. APPLICATION CONTENT

3.1 Format

Proposals must be formatted as follows:

- (a) When printed the application is on 8 ½" x 11" paper with one-inch margins;
- (b) Limit each project description to 10 double-spaced pages. Budget tables, flowcharts, photographs, the work plan, and other supporting documentation may be attached in addition to the project description; and
- (c) Scan the document and all of the attachments as one file.

3.2 Proposal Content

DOEE intends to fund a project that will benefit the environment, and, in particular, the environment of the District. The proposal should use the following format and explain, in increasing levels of detail, how the Applicant will accomplish this.

(Note: Before drafting the application, please read the RFA description very carefully to see if there are restrictions in the DOEE RFA. For instance, certain activities might be required to take place in the District or the scoring might give extra points to labor sourced in the District.)

(a) Cover Sheet

Include a cover sheet in the format specified in Appendix 3. Make certain that the funding amount requested on the cover sheet matches total amount requested in your budget and budget narrative.

(b) Project Summary

Provide a brief one paragraph summary that explains the project. This summary is not part of the 10-page proposal limit.

(c) Project Description

Organize this 10-page section of your application in accordance with the scoring rubric of section 7 of this RFA. As an exposition to the specific line items in the scoring rubric, state the following at the start of the proposal:

- (1) Purpose and Objectives

State how this project will benefit the environment and the specific objectives this project will achieve.

(2) Target Audience

Identify the target audience. Who will this project engage? Who will benefit from the project?

(3) Project Outcomes, Outputs, and Activities

The proposal should connect the funded activities to quantifiable outputs and ultimately desired outcomes. This enables reviewers to evaluate what the proposed project will achieve if funded.

Activities are undertaken to achieve the outputs and outcomes. For example, a proposal could request funding to support a tree-planting activity in a city. This activity will yield a quantifiable output.

An *output* is a short-term result achieved as a result of an activity. For example, at the end of the project period, after several sessions of tree-planting, X number of trees will be in the city. This quantifiable output will yield various project outcomes.

A *project outcome* is a medium to long-term result that occurs and/or continues after the project ends. For example, after several sessions of tree-planting activities, this project yielded an output of X number of trees planted in the city. Medium to long-term outcomes of this project include: beautification of the city, increased environmental awareness of residents, and improved air quality.

(4) Methods

Describe how activities will be accomplished.

(5) Measurement of Project Success

Provide quantifiable measurements. For example, a tree planting project might measure the number and kinds of trees planted. A trash removal project might measure the pounds of trash removed. A stormwater project might measure the amount of stormwater captured.

(6) Project Budget

You must submit a numeric budget and a separate budget narrative as part of your application package. For the numeric budget, DOEE strongly urges applicants to use the budget template format provided (Appendix 4). The budget narrative must explain and justify every line item in the numeric budget. The explanation should be thorough enough to allow a reviewer to understand why expenditure levels were chosen and how the line item amounts were derived. For example: "personnel will be paid \$xx per hour times xx hours."

If the Applicant seeks an advance payment, it must request advance payment in its application and explain why an advance payment is requested. See Section 6.2.

Resources provided by the Applicant should appear in the column titled “Non-DOEE Match,” meaning the Applicant intends to provide the indicated resources (i.e., the “match,” and that the resources do not come from DOEE). Entries in this column could include both dollars and the value of the in-kind contributions. For example, in-kind contributions can include staff time, volunteer services, already-paid licensing fees, materials, supplies, and the use of equipment or real estate.

Volunteer hours provided to a grantee or sub-grantee must be valued at rates consistent with those the Applicant’s organization ordinarily pays for similar work, including salary and fringes. If the Applicant or its contractor(s) does not have employees performing similar work, the rates must be valued the same as rates ordinarily paid by employers in the same labor market for similar work.

The Applicant must verify that all costs in the budget are allowable.

Typical allowable costs are:

1. Rental of office space, some vehicles, and some equipment;
2. Employee salaries and benefits;
3. Contractor labor, including professional services;
4. Accounting and bookkeeping services;
5. Communications, including telephone and data services;
6. Printing, reproduction, including signage;
7. Materials and supplies;
8. Computers and printers;
9. Small tools;
10. Some field equipment, typically below \$5,000 in value;
11. Postage and shipping;
12. Necessary travel, meals and lodging; and
13. Insurance.

Non-Allowable costs include:

1. Most major equipment, like vehicles;
2. Lobbying, including salaries and overheads and out-of-pocket expenses;
3. Entertainment;
4. Interest payments on loans;
5. Most food; and
6. Land purchases.

If Applicant is awarded a grant, DOEE will require documentation for grant payments, and the entire grant will be subject to audit.

(d) Applicant

(1) Organization

Describe the organization's history, mission, and current or past projects that demonstrate the organization's capacity to achieve the project's goals. This section should be limited to one page. To provide further information, the Applicant can reference its website or attach organizational brochure or resume.

(2) Key personnel

Identify the key team members for the project and provide brief biographies or their resumes. The team members can be staff, volunteers or contractors.

(3) Past performance on District Grants/Contracts

Identify District agencies from which the Applicant has received funding as a contractor, grantee, or team member in the past five years and provide specific information including:

- The grant(s) or contract(s) title;
- The District agency/agencies;
- The grant number(s), contract number(s), or other identifier(s);
- The amount(s) paid; and
- What was accomplished as a result of the funding(s).

Briefly describe any disputes, investigations, or audits related to any of these District grants or contracts, grants, or teaming agreements in the past five years.

(4) Teaming Agreements

Sometimes teaming agreements can improve the success of a project. These agreements might be with government agencies, nongovernmental organizations (NGOs), companies, or individuals. If a team member is to be involved in the project, the Applicant must describe the team member's involvement and resource commitments. The application must identify and attach a letter of support on the team member's letterhead, signed by an authorized official if the team member is a government agency, NGO, or business entity.

In lieu of a letter, an Applicant may attach an email from the team member (or an authorized official if the team member is a government agency, NGO, or business entity) that states support

of the project and identifies the team member's name, address, website, and a contact name, telephone number, and email address.

For the following types of teaming agreements, provide the documentation indicated.

i. District of Columbia Public Schools

If the Applicant will work with the District of Columbia Public Schools (DCPS), it must include a letter of support from the principal of each school with which it will work, and, if available, from each participating teacher. Teachers and principals may send a joint letter.

ii. Property Owner

If the Applicant will work on public land, it must submit a letter of support from the managing agency. Similarly, if the Applicant is to work on private land, it must submit a letter of support from each property owner. If the project includes construction or installation, the letter must acknowledge that the property owner will be responsible (either directly or through an agreement with another entity) for project maintenance.

iii. Teaming Organization

If the Applicant has identified a project team, it must include a letter of intent from the collaborating organization(s) agreeing to participate in the proposed project, describing each team member's involvement and resource commitments, and explaining the activities and/or services the team member(s) will provide. The letter should demonstrate that the teaming organization(s) understands the project presented for funding and the activities and/or services that the team member(s) will provide. Under the grant terms and conditions, any grant-related work or activity that is contracted, subcontracted or subgranted must be in compliance with applicable District laws, including business licensing requirements and documentation of a team member's tax-exempt status.

iv. National Park Service

Projects that would be carried out on National Park Service (NPS) property will require NPS permission. Sometimes the paperwork supporting such permission takes extra time to complete. DOEE will accept more informal statements generated by responsible NPS officials, including emails.

3.3 Work Plan

The application must include a proposed work plan that describes the timeline for project implementation.

3.4 Required Documents

Each of the following documents must be filed as part of the proposal package. If the document is not in this filing, DOEE may classify the application as “received” but not “filed,” as specified in Section 2.3. However, if a government agency must issue a required document, and the Applicant has requested the document but not received it, DOEE may accept a copy of the Applicant’s request to the agency for the purpose of deeming the Application “filed.”

(a) Certificate of Good Standing

Each Applicant must submit a current Certificate of Good Standing from the District Department of Consumer and Regulatory Affairs. DOEE requires that the submitted Certificate of Good Standing reflect a date within a six-month period immediately preceding the application’s submission.

(b) Certificate of Clean Hands

The Applicant shall submit a validated Certificate of Clean Hands (CCH) from the DC Office of Tax and Revenue. The CCH can be obtained through MyTax.DC.gov

(c) Promises, Certifications, Assertions, and Assurances

Each Applicant must sign and submit the “Promises, Certifications, Assertions, and Assurances” (“PCA”) in Appendix 2. Signing the PCA is a condition of eligibility for this RFA. If the Applicant is not prepared to sign the PCA, it should not apply for this RFA. Compliance with the promises, certifications, and assurances in the PCA is a continuing condition of eligibility for this RFA and DOEE grant, if awarded.

The PCA must be signed by the Applicant or, if the Applicant is an organization, by a duly authorized officer of the organization.

The PCA also includes a sworn statement verifying that the Applicant is not in arrears (i.e. is “current”) on all obligations outstanding to the District, including all District agencies. The Applicant must be “current” as of the date of the application, the date of selection as a partner, and the date of a grant award, if any. DOEE requires, as a condition of continuing eligibility, that a partner stay current on such obligations during the period of the grant, if awarded.

(d) IRS W-9 Tax Form

The Applicant must submit a current completed W-9 form prepared for the U.S. Internal Revenue Service (IRS). DOEE defines “current” to mean that the document was completed within the same calendar year as that of the application date.

(e) Tax Exemption Affirmation Letter

The tax exemption affirmation letter is the IRS's determination letter of non-profit status. If this letter is not available, then the Applicant should provide its most recent IRS Form 990 tax return, if one was submitted. If no return has yet been filed, the organization can submit its application for tax-exempt status. If the group has a supporting organization with an IRS tax-exempt status determination, then that organization's tax exemption affirmation letter should also be submitted.

If there is no IRS tax exemption affirmation letter because the organization is a religious organization, then the Applicant may submit the best evidence it can of its status. Examples of potential best evidence for this purpose include, but are not limited to (i) a letter from the leader of the organization verifying that the organization is a religious group; (ii) a letter from the group's board chair or similar official, verifying that the organization is a religious group; (iii) the Applicant's most recently submitted state sales or other tax exemption form, if it exists (Form 164 in the District of Columbia); or (iv) the state's issued tax exemption certificate or card, if it exists. (*See IRS publication no. 1828, Tax Guide for Churches and Religious Organizations.*)

(f) Applicant's Current Fiscal Year Budget

The Applicant must submit its full budget, including projected income, for the current fiscal year, using a format at least as detailed as that presented in Appendix 4. Also, the Applicant should submit a comparison of budgeted versus actual income and expenses of the fiscal year to date.

(g) Applicant's Financial Statements

If the Applicant has undergone an audit or financial review, it must provide the most recent audited financial statements or reviews. If audited financial statements or reviews are not available, the Applicant must provide its most recent complete year's unaudited financial statements.

(h) Separation of Duties Policy

The Applicant must state how the organization separates financial transactions and duties among people within the organization in order to prevent fraud or waste. This may be a statement that already exists as a formal policy of the organization, or the Applicant may create the statement for purposes of the application. The Applicant should state which of these situations apply.

This statement should:

- Describe how financial transactions are handled and recorded;
- Provide the names and titles of personnel involved in handling money;
- Identify how many signatures the financial institution(s) require on the organization's checks and withdrawal slips; and,
- Address other limits on staff and board members' handling of the organization's money.

(i) System for Award Management (SAM) with Federal Government

Applicants must be registered in the System for Award Management at www.sam.gov and provide evidence of this registration as part of its application package to DOEE.

(j) Federally Negotiated Indirect Cost Rate Agreement

If this solicitation is funded in any part by federal funds and the Applicant elects to include their Federally Negotiated Indirect Cost Rate in the application budget, the federal approval must accompany the application.

SECTION 4. REVIEW PANEL AND APPLICATION SCORING

4.1 Review Panel

This is a competitive RFA. The review panel for the RFA will be composed of individuals with knowledge in the areas directly related to the RFA. The review panel will review, score and rank each Applicant's proposal.

The panel will recommend the most responsive application for selection as a DOEE partner.

Review panels vary in size, but typically are made up of three to five people. At least two members of the review panel will be from DOEE staff. Whenever practicable, each panel will include at least one person from outside of DOEE.

4.2 Scoring Criteria

The reviewers score each proposal according to a list of criteria and the points available for each criterion. See section 7 of this RFA.

The applicant should read the RFA description carefully to determine if matching funds or resources are required or if preference points are offered for matching funds.

SECTION 5. GRANTEE DOCUMENT REQUIREMENTS

5.1 Submissions if Applicant is Awarded a Grant

If awarded a DOEE grant, upon acceptance of a grant award, the Grantee must provide the following documents:

(a) Certificate of Insurance

The Grantee shall submit a certificate of insurance giving evidence of the required coverage outlined in Appendix 6, Insurance Requirements. DOEE will presume that the budget covers the cost of this required insurance and will not later adjust the grant award for this amount.

(b) Assurance of Continued Truth and Accuracy

Upon acceptance of the grant award the Grantee shall notify DOEE of any changes that may have occurred to its organization since the time of submission of its original application. See also Section 1.6.

SECTION 6. FILING REQUIREMENTS GENERAL PROVISIONS

6.1 Reporting Requirements

A DOEE grantee must submit the following reports as a condition of continuing eligibility for funding.

(a) Quarterly Status Reports

DOEE will provide a quarterly status report template with the grant award. These reports, which discuss grant activities for the preceding quarter, will be due on each of the following dates.

Quarter 1 (January - March):	April 15
Quarter 2 (April - June):	July 15
Quarter 3 (July - September):	October 15
Quarter 4 (October - December):	January 15

If a report's due date falls on a weekend or District holiday, the report will be due the next business day.

The report must detail: actions taken in the quarter preceding the report date, highlight outputs achieved, provide a financial update, and describe unforeseen changes to project timetable, staffing, or teaming agreements, as well as any other changes that may affect project outcomes.

(b) Final Report

DOEE will provide a final report template with the grant award. This report includes quantification by the Grantee of the project's outputs and describes the extent to which project outcomes met or will meet the objectives of the funded proposal. The template requires submission of data and analysis of the data.

6.2 Reimbursement of Project Expenditures and Disbursement of Funds

DOEE will not reimburse the Grantee for any work undertaken before DOEE notifies the recipient of the final award of a grant, including, but not limited to, any work performed by the

Applicant as a DOEE partner on DOEE's application for the US DOE Connected Communities FOA prior to the final award of a DOEE grant.

If Applicant is awarded a DOEE grant, DOEE will reimburse the Applicant/Grantee only for expenditures incurred to perform work under the grant. In limited cases, DOEE may advance funds at the beginning of the grant period for good cause approved by DOEE at its sole discretion. If the Applicant seeks an advance payment, it must request such payment in its proposal and explain why an advance payment is being requested.

DOEE operates on the District's fiscal year, which starts October 1 of a calendar year and ends September 30 of the next calendar year. The Grantee may submit a reimbursement request or an invoice at any time during the fiscal year for work performed within that same fiscal year. Each request/invoice must include supporting documentation.

Reimbursements will be mailed to the address on file for the Grantee. DOEE may make electronic payments in lieu of mailing checks. DOEE generally pays grant invoices 30 days after DOEE receives them.

DOEE will withhold the final 10% invoiced under a grant until all required activities have been completed, including receipt of the final report.

SECTION 7. PROJECTS PROPOSED FOR GRANT FUNDING

7.1 Summary: Project Title and Available Funds

Project Name

Connected Communities: Distributed Energy Resources Demonstration Project

Introduction

The Department of Energy and Environment (DOEE) seeks applications from eligible entities (called “Applicants”) to serve as partners on a DOEE application for funding under the United States Department of Energy (US DOE) Connected Communities funding opportunity announcement (FOA). The FOA defines a Connected Community as a group of grid-interactive efficient buildings with diverse, flexible end use equipment and other distributed energy resources (DERs) that collectively work to maximize building, community, and grid efficiency.

Applications are requested for one or more partners to assist with submitting a concept paper and full application for the FOA. A partner’s project may be funded for implementation with a grant award under this RFA only if DOEE is awarded funds by the US DOE. An application submitted in response to this RFA is both a request to serve as a partner on DOEE’s application under the US DOE Connected Communities FOA and an application for a DOEE grant award, if DOEE receives US DOE funding. Throughout this RFA, the term “grant” refers to the grant to be awarded by DOEE, if the US DOE provides funding to DOEE.

Project Period

The period of performance will range from 36-60 months beginning approximately October 2021. This period can be extended and additional funding provided, depending upon the performance of the Grantee and the availability of funds.

Available Funding

Budgets should be based on a portion of a potential award from US DOE for \$3,000,000-\$5,000,000 but be no more than \$1,500,000.

7.2 Project Description

The goals of the Connected Communities FOA are to significantly improve the energy efficiency performance of buildings in the community over the baseline and increase integration of distributed energy and/or renewable energy resources. Once the building integration projects are completed, DOEE will share findings and technical and market solutions to increase demand flexibility and serve as a model for other municipalities across the country.

For the purpose of this RFA, a DER is defined as a resource (community-scale or building-scale) that can provide all or some immediate electric and/or power needs and can also be used by the community to either reduce demand (such as energy efficiency) or supply power to satisfy the energy, capacity, or ancillary service needs of the distribution grid. In addition it should be

connected to the distribution system, close to load, and the majority of produced energy should be consumed within the community.

The purpose of this RFA is for applicants to present DOEE with innovative projects that will contribute to DOEE's US DOE Connected Communities FOA application and may be implemented if DOEE receives US DOE funding. Applicants are required to provide information on one or both of the following areas:

1. A list of buildings in the District of Columbia that will be used in the implementation of the Distributed Energy Resources Demonstration Project. The types of buildings can include, but are not limited to, residential, commercial, industrial, and educational buildings. The buildings will receive integrated high performance retrofits that will provide cost-effective deep efficiency improvements.

OR

2. A list of DERs, such as electric vehicle (EV) charging and photovoltaic (PV) generation, that can be integrated into the existing building infrastructure of buildings located in the District of Columbia. Applicants are encouraged to provide information on the latest DER technologies that can modify the energy load and reduce the burden on grid assets. Additionally, applicants need to provide a plan for implementing the DER technologies.

Applicant must have access and authorization to make project decisions for the buildings and implement the project. Applicants must be willing to work with multiple Washington D.C. entities to provide grid benefits for the District. Entities with strong relationships with universities, laboratories, and/or industry leaders in the field of energy demand are encouraged to apply.

If awarded, the Connected Communities FOA requires a 30% cost share of the total funding received from US DOE. The 30% cost share requirement will be covered by DOEE and/or its partners. Applicant must have additional funding to cover a portion of the 30% cost share required by US DOE.

For additional information on the requirements of Connected Communities Funding Opportunity Announcement and project eligibility, see the full announcement at US DOE's website (DE-FOA-0002206: CONNECTED COMMUNITIES): <https://eere-exchange.energy.gov/#FoaId9d24afcd-e292-4ea2-a4d3-d36e2b9dd9c7>

7.3 Project Outcomes, Outputs, and Deliverables

Project Outcomes

1. Increase the resiliency of the District's energy grid by strategically integrating DER technologies in buildings.

2. Improve the energy efficiency performance of buildings in the District of Columbia participating in the project.
3. Provide energy demand flexibility.
4. Decrease the District’s greenhouse gas emissions through integration of clean energy and/or DERs in buildings in the District of Columbia.

Project Outputs

1. DER integrated buildings.
2. Grid assets that are strategically deployed and provide energy demand flexibility.
3. Creative, scalable, and innovative solutions to integrate DER.
4. A roadmap for other jurisdictions to adopt best practices for energy efficiency and energy demand flexibility in existing and new building infrastructure.

Deliverables

1. Quarterly status reports on project progress and other project and partner information, as specified by DOEE.
2. PowerPoint presentations, brochures, or other material used to disseminate lessons learned to building professionals and District residents.
3. Participation in quarterly convening with US DOE.
4. A final report. This report includes quantifying the project’s outputs and describes the extent to which the outputs met or will meet the project’s objectives.
5. A timeline and a plan for project implementation.
6. Participation in internal bi-weekly and/or monthly meetings with DOEE and other project partners.
7. Submission of timely reimbursement requests. Please note: DOEE will not reimburse the Applicant for any work undertaken before the Applicant is in receipt of a signed Grant Award Notification from DOEE.

Proposal Scoring

All proposals will be scored according to the criteria below.

Scoring Criteria	Points
Demonstrates a clear understanding of the need for the project and the energy demand and grid resiliency issues facing the District.	15
Demonstrates prior technical experience, including demonstrated success collaborating on complex, multi-year grant projects.	15
Provides a list of potential buildings in the District of Columbia that can be used in the implementation of the DER Demonstration Project and authority to make project decisions for the buildings and implement the project.	25

OR	
Provides list of potential DERs and a plan for implementing the suggested DER technologies infrastructure in buildings located in the District of Columbia and authority to make project decisions for the buildings and implement the project.	
Demonstrates ability to disseminate results to building professionals and other municipalities in an informative and compelling format.	10
Demonstrates strong evidence that the organization has existing relationships with universities, laboratories, and/or industry leaders in the field of demand response.	10
Provides a cost-effective budget with matching funds to support the cost share of the project.	10
Presents a detailed budget narrative that includes clear justification for the funds requested.	10
Completes and meets the eligibility criteria of Appendix 5: Points for Local Entities.	5

SECTION 8. CHECKLIST FOR APPLICANTS

<p>Instructions for applicants: Ensure that the answers to all of the questions below are answered. In the column to the right, indicate Yes, No, or NA for not applicable. Include this completed document with application submission.</p>		
1.	Is the cover sheet (appendix 3) completed and signed – and included as part of the application?	
2.	Is a Table of Contents included in the application?	
3.	Is the applying organization eligible for funding from DOEE according to section 1.6 of the RFA?	
4.	Is the proposal formatted in accordance with section 3.1 of the RFA?	
5.	Does the proposal include a project description and all of the information required of the scoring rubric outlined in section 7 of the RFA?	
6.	Is a numeric budget, and budget narrative justifying each line item, included in the application?	
7.	Do the line items in the proposal budget consider the allowable and non-allowable costs in section 3.2 of the RFA?	
8.	Does the application package include the first page and signed last page of the DOEE Promises, Certifications, Assertions, and Assurances?	
9.	Does the application package include a Certificate of Good Standing that reflects a date within 6 months of the deadline date?	
10.	Does the application package include a valid Certificate of Clean Hands?	
11.	Does the application package include IRS W-9 Tax Form?	
12.	Does the application package include a Tax Exemption Affirmation Letter?	

13.	Does the application package include the applicant's current fiscal year budget?	
14.	Does the application package include the applicant's most recent audited or unaudited financial statements?	
15.	Does the application package include a Separation of Duties Policy as described in section 3.4.g. of the RFA?	
16.	Is the applicant registered in the System for Award Management (SAM)?	
17.	If applicable, does the application package include letters of support from other entities?	
18.	If applicable, does the application include resumes of key personnel mentioned in the proposal?	

APPENDICES

Appendix 1 – General Terms and Conditions

Appendix 2 – Promises, Certifications, Assertions, and Assurances

Appendix 3 – Cover Sheet

Appendix 4 – Example of Grant Budget

Appendix 5 – Points for Local Entities

Appendix 6 – Insurance Requirements