

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 Shawnee Date: 12/23/2009 (mm/dd/yyyy)
DUNS #: 6944615 Program Contact Email: spowell@cityofshawnee.org

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.

The City of Shawnee's Energy Efficiency and Conservation Strategy (EECS) will guide the implementation of the Energy Efficiency and Conservation Block Grant (EECBG) program. It focuses on: 1.) Energy Efficiency Retrofits at City buildings and facilities; 2.) Material Conservation/Education Programs; 3.) Regional Energy Efficiency Initiatives; and 4.) LED street light projects.

The goals for the City's EECBG program activities are to reduce energy used in City operations by 3,148,967 kWh and reduce carbon emissions by 3,374 metric tons by December 31, 2012; increase glass and curbside recycling rates within the City; and work with regional partners and regional units of local government to strengthen and leverage each community's commitments to a sustainable energy future and create/retain jobs.

Objectives for the energy reduction goal include energy efficient retrofits at City buildings and implement an LED street light program. Upgrades and retrofits will be specified and bid upon approval of the application.

Objectives for the material conservation program include increasing recycling rates in the City by implementing a glass recycling program and providing public education regarding the City's proposed PAYT/Curbside recycling ordinance to create awareness of the new solid waste and recycling regulations. Public outreach/education will begin upon approval of the application.

Objectives for the regional partnerships goal include attending meetings with the Mid-America Regional Council (MARC) and other units of local governments to discuss the creation and implementation of a Strategic Regional Framework for Energy Efficiency and Conservation; participating in the development of public policy, capacity building, community education and integrated planning; and alignment of energy efficiency and conservation efforts. A sub-grant will be issued to the MARC upon the approval of the grant application and meetings will last through the entire grant period.

These goals and objectives will maximize benefits community-wide by saving tax dollars through energy savings, solid waste reduction and cooperative engagements with other units of local government. The City of Shawnee is committed to creating a more environmentally-sensitive community. The grant allows the City to continue and expand on efforts already adopted within the City. Some of these efforts include the Mayor signing the U.S. Mayor's Climate Protection Agreement in 2007 and the Council adopting a "Sustainable Shawnee" policy in 2008. In addition, the City Manager approved policies addressing "green" cleaning products, recycling in City facilities and idling of City vehicles. A strategic goal within the City's Work Plan is environmental sensitivity. The EECBG program supports each of these policies.

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.

The City will implement the use of EECBG Program funds in a way to maximize the funds in the most efficient manner possible.

Summary of Activity Worksheets:

Energy Efficiency and Conservation Strategy Development. This project was approved in September 2009. The project involved conducting an energy audit at key City facilities. The energy audit identified energy efficiency and conservation projects, costs, savings, pay-back periods and potential rebates. This information assisted the City in prioritizing a list of feasible projects to undertake with EECBG funding which will facilitate the City's goal to reduce energy.

Energy Efficiency and Retrofit Program. The City obtained an energy audit to identify key projects for upgrading and retrofitting facilities. These include lighting retrofits and HVAC retrofits at City Facilities. Upon approval of the application, the City will bid various components of the retrofit projects and work with a design/build contractor to implement some of the larger scale projects. This helps achieve the City's goal to reduce energy use and carbon emissions.

Material Conservation Program. This program will ensure that three (3) glass recycling bins are located within the City of Shawnee. It will provide a mechanism to increase glass recycling within the City and region. Additionally, the glass collected will be reused locally, thus it will reduce the energy used to ship the glass outside the area.. The City also plans on adopting a Pay-As-You-Throw ordinance and funds will be used to educate the public about the new program and encourage recycling. This will assist in the City's goal to decrease the amount of solid waste going to the landfill and increase the recycling rate within the City.

Strategic Regional Framework for Energy Efficiency and Conservation. This is a partnership between the Mid-America Regional Council (MARC), the City of Shawnee and other EECBG recipients. This Strategic Regional Framework for Energy Efficiency and Conservation is being developed to provide guidance to local government entities and their partners in the metropolitan Kansas City region. It strives to strengthen and leverage each community's commitments to a sustainable energy future. It provides a framework to coordinate policies, plans, programs, practices and projects among local governments to maximize long term community benefits associated with investments in energy efficiency and conservation. A regional coordinating committee will be formed with representatives from area communities receiving EECBG formula grants and other key stakeholders to develop a regional strategy. This assists in the City's goal to work with regional partners and regional units of local government to strengthen and leverage each community's commitments to a sustainable energy future.

LED Street light Project. This project will retrofit existing streetlights with LED street lights. The City will monitor this program's success with the goal of upgrading other City owned lights in the future. This activity helps achieve the City's goal to reduce energy use and carbon emissions.

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).

Currently, the City of Shawnee is working with the Mid-America Regional Council (MARC), the Metropolitan Planning Organization for the bi-state Kansas City region, on a strategic regional framework for Energy Efficiency and Conservation (EEC). This framework will provide guidance to the City of Shawnee, as well as other local governments in the region. It strives to strengthen and leverage each community's commitments to a sustainable energy future. It provides a framework to work together on policy development, plans, programs, practices and projects to maximize long term community benefits associated with investments in EEC.

In addition, EECBG recipients within Johnson County (the cities of Shawnee, Lenexa, Olathe and Overland Park), along with Johnson County itself, have met on a regular basis since the EECBG formulary grant awards were announced to discuss how each municipality's EEC strategies align. After grants have been awarded, this group of recipients will continue to meet to discuss projects, application procedures and future opportunities to work together on EEC measures. These entities have also discussed the possibility of joint procurement depending on the timing of funding allocations and project start dates.

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 City of Shawnee will coordinate with the State Energy Office (SEO) to ensure information is shared regarding EECBG activities. The City will submit to the SEO a copy of its EECS and work with the SEO to expand and support existing and future programs and activities. The City has already participated in conference calls and discussions related to the EECBG Program and will continue to do so. The City will work with the SEO to help educate its citizens about these programs by including information on the City's website.

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

The City of Shawnee is committed to creating a more sustainable community. This plan has been designed to ensure that it sustains benefits beyond the Energy Efficiency and Conservation Block Grant (EECBG) funding in the following ways:

1. Energy use will be monitored on a monthly basis and compared to the 2008 baseline data. This information will be included in the City Monthly Reports. This will allow the City to continue monitoring and reporting beyond the EECBG funding period to ensure that the plan is achieving intended results.
2. The investments that are made with EECBG funding will continue to produce savings well into the future. A portion of the energy savings that result from the implementation of this plan may be re-invested in other Energy Efficiency and Conservation projects. Utilization of grant funds may allow current and future budgeted dollars to be invested in future energy efficiency and conservation projects.
3. The energy audit identified more energy efficiency and conservation measures than there is funding. This list of projects will be reviewed annually to determine if funds are available to implement various projects.

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 Finance Department oversees all purchasing and investments, conducts accounting and budget analysis, collection, financial reporting, and all financial activities of the City. In anticipation of the receipt of EECBG funds, the Finance Department has established a separate account number in its financial software application in order to track EECBG program funds. All expenditures will adhere to the City's current purchasing policies. The City's purchasing manual establishes policies and procedures to ensure public funds are used for authorized purposes and every step is taken to prevent fraud, waste, error and abuse. The manual also sets forth the authorized spending limits and the process for obtaining spending authorization, bid procedures and procurement methods

Upon approval of the grant application, a staff member, designated by the City, will be responsible for monitoring the monthly utility bills to ensure the plan is achieving its intended results. All data will be incorporated into the City's monthly report in a new section, "Sustainability". The monthly reports are currently posted on the City's website, distributed to the Governing Body, and are available for public inspection at City Hall.

Public engagement in implementing energy efficiency and sustainability programs is an important priority for the City. The City's current work plan addresses sustainability as a priority. As such, the City will post accomplishments, workshops, progress and reports on a new "Sustainability" page on the City's website. This will allow the public to have access to announcements, goals and outreach programs. The City will begin posting information upon approval of the grant application.