

INSTRUCTIONS FOR COMPLETING ENERGY COST REDUCTION PLAN

1. Fill in agency and institution data.
2. Review Executive Order 145 goals in relation to institution energy use, buildings and potential energy conservation opportunities which could be employed to achieve those goals. **The goal for 2010 will be a 20% energy reduction from your FY2005 baseline.**
3. On the spreadsheet, fill in building names and select energy conservation opportunities on the attached spreadsheets. Please use a “C” to indicate you’ve completed that measure and a “P” to indicate a measure you plan to do in the future. You are encouraged to add energy conservation opportunities to those already listed.
4. Review the following funding options and provide a narrative of anticipated method of funding proposed energy conservation projects. This year we are also asking for cost data associated with these projects and the predicted energy and cost savings. Availability of general purpose revenue for energy conservation work is limited, will be allocated to agencies using the same criteria used for All Agency Funds and used only for long term capital improvements.

GFSB Alternative Funding Options:

Bonding

Performance Contracts – Private Sector Vendors (DSF anticipates soliciting proposals from performance contractors to carry out work in State institutions where agencies request assistance. Agency utility appropriations would be used to compensate vendors.)

Performance Contracts – Agency (Agencies can request funding from a revolving energy conservation fund paid back by agency utility appropriations. Funds can be used directly by agencies or used to retain consultant and contractor services through normal DSF procedures.)

Focus on Energy Incentives

Utility Energy Services Contracts and Rebates

Agency Funds

Equipment Lease or Lease-Purchase Agreements

Gifts & Grants