

NOTICE & DISCLAIMER

In order to provide greater transparency to the public regarding the expenditure of funds authorized by the American Recovery and Reinvestment Act of 2009, the DOE State Energy Program has posted on its public website the ARRA Formula Grant applications submitted by each grantee state and territory.

These applications provide information about the state offices responsible for administering the funds, as well as an overview of how the funds are to be spent.

PLEASE NOTE: The information contained in this ARRA SEP Formula Grant application document may not reflect the final document as approved by DOE. The posted document is subject to change and may have modifications pending.

APPLICATION FOR FEDERAL ASSISTANCE SF-424

Version 02

1. Type of Submission:

- Preapplication
- Application
- Changed/Corrected Application

2. Type of Application:

- New
 - Continuation
 - Revision
- If Revision, select appropriate letter(s)
Other (specify):

3. Date Received

03/23/2009

4. Applicant Identifier:

5a. Fed Entity Identifier:

5b. Federal Award Identifier:

EE00164

State Use Only:

6. Date Received by State:

03/12/2009

7. State Application Identifier:

8. APPLICANT INFORMATION:

a. Legal Name: State of Minnesota

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

c. Organizational DUNS:

d. Address:

Street 1: 85 Seventh Place E

Street 2: Suite 500

City: Saint Paul

County: Ramsey

State: MN

Province:

Country: U.S.A.

Zip / Postal Code: 55101-

e. Organizational Unit:

Department Name:

Commerce

Division Name:

Office of Energy Security

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

Prefix: First Name: Jeremy

Middle Name:

Last Name: de Fiebre

Suffix:

Title:

Organizational Affiliation:

Telephone Number: (651)297-1221

Fax Number: () -

Email: jeremy.defiebre@state.mn.us

APPLICATION FOR FEDERAL ASSISTANCE SF-424

Version 02

9. Type of Applicant:

A State Government (State)

10. Name of Federal Agency:

U. S. Department of Energy

11. Catalog of Federal Domestic Assistance Number:

81.041

CFDA Title:

State Energy Program

12. Funding Opportunity Number:

DE-FOA-0000052

Title:

13. Competition Identification Number:

Title:

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

Statewide

15. Descriptive Title of Applicant's Project:

State Energy Program - ARRA

APPLICATION FOR FEDERAL ASSISTANCE SF-424

Version 02

16. Congressional District Of:

a. Applicant: 04

b. Program/Project: Statewide

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

17. Proposed Project:

a. Start Date: 04/01/2009

b. End Date: 03/31/2012

18. Estimated Funding (\$):

| | |
|-------------------|---------------|
| a. Federal | 54,172,000.00 |
| b. Applicant | 0.00 |
| c. State | 0.00 |
| d. Local | 0.00 |
| e. Other | 0.00 |
| f. Program Income | 0.00 |
| g. TOTAL | 54,172,000.00 |

19. Is Application subject to Review By State Under Executive Order 12372 Process?:

- a. This application was made available to the State under the Executive Order 12372 Process for review on:
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372

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

No

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

I AGREE

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

Authorized Representative:

Prefix: Mr. First Name: William

Middle Name:

Last Name: Glahn

Suffix:

Title: Deputy Commissioner

Telephone Number: () -

Fax Number:

Email:

Signature of Authorized Representative: Signed Electronically

Date Signed: 05/11/2009

APPLICATION FOR FEDERAL ASSISTANCE SF-424

Version 02

Applicant Federal Debt Delinquency Explanation:

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

**U.S. DEPARTMENT OF ENERGY
GOLDEN FIELD OFFICE**



BUDGET EXPLANATION FOR FORMULA GRANTS

Applicant: State of Minnesota

Budget period: 04/01/2009 - 03/31/2012

Award number: EE00164

Amendment number: A000

1. PERSONNEL - Prime Applicant only (all other participant costs are listed in 6 below and form DOE F 4600.4, Section B. Line 6.f. Contracts and Sub-Grants).

Positions to be supported under the proposed award and brief description of the duties of professionals:

| Position | Description of Duties of Professionals |
|--|--|
| Bicek, Amy - Senior Grant Specialist | 40% Admin |
| Brown, Ken - Engineering Specialist | 30% Commercial & Industrial |
| TBD - 3 State Program Administrator Senior | 50% Residential Energy Efficiency; 50% Local Govt & Public Building Energy Efficiency; 100% Training & Data; 100% Conservation Improvement Program coordination with utilities |
| de Fiebre, Jeremy - Operations Supervisor | 20% Admin; 5% Residential Energy Efficiency; 5% Residential Renewable Energy; 5% Commercial & Industrial; 5% Local Govt and Public Building Energy Efficiency; 5% Local Govt and Public Building Renewable Energy; 5% Training and data; |
| Gilchrist, Chris - State Programs Administrator, Senior | 20% Local Govt and Public Building Energy efficiency |
| TBD - 1.5FTE Info Officer | 100% Information/Communication/Outreach; 25% Training and data; 25% Conservation Improvement Program coordination |
| Limback, Linda - State Programs Administrator, Coordinator | 25% Commercial and Industrial |
| Loomis, Steve - Data Tech Coordinator | 15% Training and Data |
| Miller, Stacy - State Programs Administrator, Senior | 35% Residential Renewable Energy; 35% Local Govt and Public Building Renewable Energy |
| Werth, Caleb - Information Officer | 25% Information/Communication/Outreach |
| Nelson, Bruce - Senior Engineer | 10% Residential Energy Efficiency; 10% Local Govt and Public Buildings Energy Efficiency |
| Smith, Phil - State Programs Administrator, Principal | 25% Information/Communication/Outreach |
| Staples, Theresa - Data Tech, Senior | 40% Training and Data |
| Streff, Janet - State Energy Office Director | 30% Admin |
| Trudeau, Lise - Graduate Enginner 2 | 15% Residential Renewable Energy; 15% Local Govt and Public Building Renewable Energy |
| Webster, Terry - Information Officer | 25% Information/Communications/Outreach |
| Hilker, Georgianne - Executive Assisant | 5% Local Govt and Public Building Energy Efficiency |
| Zechbauer, Ann - Grant Specialist | 50% Admin |
| TBD - 1.5FTE Grant Specialist | 150% Admin |
| TBD - 1.5FTE Data State Programs Administrator Senior | 75% Admin; 75% Training and data |
| TBD - Accounting Officer | 50% Admin |
| Rounding error | |

Direct Personnel Compensation:

| Position | Salary/Rate | Time | Direct Pay |
|--|--------------------|-------------|-------------------|
| Bicek, Amy - Senior Grant Specialist | \$111,579.00 | 40 % FT | \$44,631.60 |
| Brown, Ken - Engineering Specialist | \$147,320.00 | 30 % FT | \$44,196.00 |
| TBD - 3 State Program Administrator Senior | \$320,261.00 | 100 % FT | \$320,261.00 |

| | | | |
|--|--------------|----------|---------------------------------|
| de Fiebre, Jeremy - Operations Supervisor | \$160,686.00 | 50 % FT | \$80,343.00 |
| Gilchrist, Chris - State Programs Administrator, Senior | \$121,059.00 | 20 % FT | \$24,211.80 |
| TBD - 1.5FTE Info Officer | \$98,213.00 | 150 % FT | \$147,319.50 |
| Limback, Linda - State Programs Administrator, Coordinator | \$161,967.00 | 25 % FT | \$40,491.75 |
| Loomis, Steve - Data Tech Coordinator | \$121,059.00 | 15 % FT | \$18,158.85 |
| Miller, Stacy - State Programs Administrator, Senior | \$108,932.00 | 70 % FT | \$76,252.40 |
| Werth, Caleb - Information Officer | \$79,937.00 | 25 % FT | \$19,984.25 |
| Nelson, Bruce - Senior Engineer | \$154,878.00 | 20 % FT | \$30,975.60 |
| Smith, Phil - State Programs Administrator, Principal | \$139,591.00 | 25 % FT | \$34,897.75 |
| Staples, Theresa - Data Tech, Senior | \$97,189.00 | 40 % FT | \$38,875.60 |
| Streff, Janet - State Energy Office Director | \$196,329.00 | 30 % FT | \$58,898.70 |
| Trudeau, Lise - Graduate Enginner 2 | \$121,059.00 | 30 % FT | \$36,317.70 |
| Webster, Terry - Information Officer | \$88,392.00 | 25 % FT | \$22,098.00 |
| Hilker, Georgianne - Executive Assisant | \$170,507.00 | 5 % FT | \$8,525.35 |
| Zechbauer, Ann - Grant Specialist | \$97,872.00 | 50 % FT | \$48,936.00 |
| TBD - 1.5FTE Grant Specialist | \$89,673.00 | 150 % FT | \$134,509.50 |
| TBD - 1.5FTE Data State Programs Administrator Senior | \$106,754.00 | 150 % FT | \$160,131.00 |
| TBD - Accounting Officer | \$98,213.00 | 50 % FT | \$49,106.50 |
| Rounding error | \$0.15 | 100 % FT | \$0.15 |
| | | | Direct Pay Total \$1,439,122.00 |

2. FRINGE BENEFITS

- a. Are the fringe cost rates approved by a Federal Agency? If so, identify the agency and date of latest rate agreement or audit below, and include a copy of the rate agreement.

U.S. Department of Health and Human Services
May 5, 2008

- b. If a above does not apply, indicate the basis for computation of rates, including the types of benefits to be provided, the rate(s) used, and the cost base for each rate. You may provide the information below or provide the calculations as an attachment.

Fringe Benefits Calculations

| <u>Position</u> | <u>Direct Pay</u> | <u>Rate</u> | <u>Benefits</u> |
|--|-------------------|-------------|-----------------|
| Bicek, Amy - Senior Grant Specialist | \$44,631.60 | 23.70 % | \$10,577.69 |
| Brown, Ken - Engineering Specialist | \$44,196.00 | 33.38 % | \$14,752.62 |
| TBD - 3 State Program Administrator Senior | \$320,261.00 | 41.00 % | \$131,307.01 |
| de Fiebre, Jeremy - Operations Supervisor | \$80,343.00 | 31.63 % | \$25,412.49 |
| Gilchrist, Chris - State Programs Administrator, Senior | \$24,211.80 | 22.44 % | \$5,433.13 |
| TBD - 1.5FTE Info Officer | \$147,319.50 | 45.00 % | \$66,293.78 |
| Limback, Linda - State Programs Administrator, Coordinator | \$40,491.75 | 31.48 % | \$12,746.80 |
| Loomis, Steve - Data Tech Coordinator | \$18,158.85 | 37.93 % | \$6,887.65 |
| Miller, Stacy - State Programs Administrator, Senior | \$76,252.40 | 40.62 % | \$30,973.72 |
| Werth, Caleb - Information Officer | \$19,984.25 | 27.35 % | \$5,465.69 |
| Nelson, Bruce - Senior Engineer | \$30,975.60 | 32.35 % | \$10,020.61 |
| Smith, Phil - State Programs Administrator, Principal | \$34,897.75 | 34.54 % | \$12,053.68 |
| Staples, Theresa - Data Tech, Senior | \$38,875.60 | 44.20 % | \$17,183.02 |
| Streff, Janet - State Energy Office Director | \$58,898.70 | 28.69 % | \$16,898.04 |
| Trudeau, Lise - Graduate Enginner 2 | \$36,317.70 | 37.54 % | \$13,633.66 |

| | | | |
|---|--------------|------------|------------------------------------|
| Webster, Terry - Information Officer | \$22,098.00 | 26.64 % | \$5,886.91 |
| Hilker, Georgianne - Executive Assisant | \$8,525.35 | 31.12 % | \$2,653.09 |
| Zechbauer, Ann - Grant Specialist | \$48,936.00 | 43.81 % | \$21,438.86 |
| TBD - 1.5FTE Grant Specialist | \$134,509.50 | 47.00 % | \$63,219.47 |
| TBD - 1.5FTE Data State Programs Administrator Senior | \$160,131.00 | 41.00 % | \$65,653.71 |
| TBD - Accounting Officer | \$49,106.50 | 43.00 % | \$21,115.80 |
| Rounding error | \$0.15 | 2,390.00 % | \$3.59 |
| | | | Fringe Benefits Total \$559,611.02 |

3. TRAVEL - Identify total foreign and domestic travel as separate items.

a. Proposed travel:

| Purpose of Trip | Number of Trips | Cost Per Trip | Total |
|---|-----------------|---------------|-------------|
| Public outreach and information purposes and monitoring | 140 | \$150.00 | \$21,000.00 |
| Out of state meetings and conferences | 20 | \$1,200.00 | \$24,000.00 |
| | | Travel Total | \$45,000.00 |

b. Basis for computation of travel expenses (e.g., current airline quotes, past trips, federal or organization travel policy, etc.):

Instate travel costs are based on the following assumptions: \$55 for lodging; \$31 for meals; \$64 in auto expenses (rental or mileage)
 Outstate travel costs are based on the following assumptions: \$300 for lodging; \$105 for meals; \$50 for ground transportation; \$450 for airfare; \$250 for conference registration; and \$45 for misc expenses.

Meal costs are governed by state employee union contracts. More detailed information can be found at www.mmb.state.mn.us.

4. EQUIPMENT - As defined in 10 CFR 660.202. Definitions are at http://www.access.gpo.gov/nara/cfr/waisidx_00/10cf

a. Basis of cost estimates (e.g., vendor quotes, prior purchases of similar or like items, etc.):

b. Equipment to be purchased and justification of need:

| Equipment | Unit Cost | Number | Total Cost | Justification of Need |
|-----------------------|-------------|-----------------|-------------|--------------------------------|
| Laptops for new staff | \$1,500.00 | 8 | \$12,000.00 | Workstations for new staff |
| Office furniture | \$23,400.00 | 1 | \$23,400.00 | Office furniture for new staff |
| | | Equipment Total | \$35,400.00 | |

5. MATERIALS AND SUPPLIES - As defined in 10 CFR 660.202.

a. Basis cost estimates (e.g., vendor quotes, prior purchases of like items, etc.):

General office supplies are not covered under indirect rate. Office supply costs are charged per FTE.

b. Supplies to be purchased and justification of need:

| General Category | Cost | Justification of Need |
|------------------------------|-------------|-----------------------|
| General office supplies | \$13,800.00 | Historical average |
| Materials and Supplies Total | \$13,800.00 | |

6. CONTRACTS AND SUBGRANTS - All other participant costs including subcontractor sub-grants, and consultants

For ongoing subcontractors and sub recipients described elsewhere in the application, document and item numbe is listed.

| Name of Proposed Sub | Total Cost | Basis of Cost* |
|----------------------|------------|----------------|
|----------------------|------------|----------------|

| | | |
|--|-----------------|---|
| Non-profit Entity Best Practices TBD | \$340,000.00 | Grants |
| City of Duluty | \$1,500,000.00 | Grant |
| State & Local Government Facilities EE TBD | \$13,400,000.00 | Grants |
| Local Government Facilities RE TBD | \$8,550,000.00 | Grants |
| Commercial / Industrial facilities | \$11,672,000.00 | Grants |
| Training and curriculum | \$1,850,000.00 | Grants and contracts based on historical data |
| Energy Tracking software Development | \$1,500,000.00 | Contract based on historical data |
| Residential/Small Commercial EE/RE | \$12,750,000.00 | Grants |
| Contracts and Subgrants Total | \$51,562,000.00 | |

*For example, Competitive, Historical, Quote, Catalog

7. **OTHER DIRECT COSTS** - All direct costs not included in above categories

a. Basis for cost estimates (e.g., vendor quotes, prior purchase of similar items, etc.):

b. Other direct costs and justification of need:

| <u>General Description</u> | <u>Cost</u> | <u>Justification of Need</u> |
|---|--------------|----------------------------------|
| Printing and advertising | \$64,000.00 | historical average |
| Communications | \$14,500.00 | historical average |
| Employee Development | \$22,000.00 | historical average |
| Rent & Utilities | \$81,500.00 | historical average; based on FTE |
| Maintenance & Repairs (including computer services) | \$17,000.00 | historical average |
| Other | \$16,956.00 | historical average |
| Other Direct Costs Total | \$215,956.00 | |

8. **INDIRECT COSTS**

a. Are the indirect cost rates approved by a Federal agency? If so, identify the agency and date of latest rate agreement or audit and provide a copy of the rate agreement.
 U.S. Department of Health & Human Services
 May 5, 2008

b. If the above does not apply, indicate the basis for computation of rates, including the types of benefits to be provided, the rate(s) used, and the cost base for each rate. You may provide the information below or provide the calculations separately.

The name and phone number of the individual responsible for negotiating the State's indirect cost rates.

Name: Mark Kaszynski Phone Number: (651)297-4521

Indirect costs calculations:

| <u>Indirect Cost Account</u> | <u>Direct Total</u> | <u>Indirect Rate</u> | <u>Total Indirect</u> |
|------------------------------|---------------------|----------------------|-----------------------|
| Total Direct | \$53,870,889.00 | 12.50 % | \$6,733,861.13 |
| Not subject to indirect | \$51,462,000.00 | -12.50 % | \$-6,432,750.00 |
| Rounding error | \$-0.12 | 100.00 % | \$-0.12 |
| | | Indirect Costs Total | \$301,111.01 |

Federal Assistance Budget Information

OMB Burden Disclosure Statement

Public reporting burden for this collection of information is estimated to average 1.87 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Office of Information Resources Management Policy, Plans and Oversight, Records Management Division, HR-422 - GTN, Paperwork Reduction Project (1910-0400), U.S. Department of Energy, 1000 Independence Avenue, S.W., Washington, DC 20585; and to the Office of Management and Budget (OMB), Paperwork Reduction Project (1910-0400), Washington, DC 20503.

| | | |
|---|-----------------|---|
| 1. Program/Project Identification No. Amendment number: | EE00164 A000 | 2. Program/Project Title State Energy Program - ARRA |
| 3. Name and Address State of Minnesota 85 Seventh Place E Saint Paul MN 55101- | | 4. Program/Project Start Date 04/01/2009 |
| | | 5. Completion Date 03/31/2012 |

SECTION A - BUDGET SUMMARY

| Grant Program Function or Activity (a) | Federal Catalog No. (b) | Estimated Unobligated Funds | | New or Revised Budget | | |
|---|-------------------------------|-----------------------------|--------------------|-----------------------|--------------------|------------------|
| | | Federal (c) | Non-Federal (d) | Federal (e) | Non-Federal (f) | Total (g) |
| 1. DOE | 81.041 | \$ 0.00 | | \$ 54,172,000.00 | | \$ 54,172,000.00 |
| 2. GRANTEE | | | \$ 0.00 | | \$ 0.00 | \$ 0.00 |
| 3. | | | | | | |
| 4. | | | | | | |
| 5. TOTALS | | \$ 0.00 | \$ 0.00 | \$ 54,172,000.00 | \$ 0.00 | \$ 54,172,000.00 |

SECTION B - BUDGET CATEGORIES

| 6. Object Class Categories | Grant Program, Function or Activity | | | | Total (5) |
|----------------------------|-------------------------------------|------------------|-----|-----|------------------|
| | (1) | DOE | (2) | (3) | |
| a. Personnel | | \$ 1,439,122.00 | | | \$ 1,439,122.00 |
| b. Fringe Benefits | | \$ 559,611.00 | | | \$ 559,611.00 |
| c. Travel | | \$ 45,000.00 | | | \$ 45,000.00 |
| d. Equipment | | \$ 35,400.00 | | | \$ 35,400.00 |
| e. Supplies | | \$ 13,800.00 | | | \$ 13,800.00 |
| f. Contractual | | \$ 51,562,000.00 | | | \$ 51,562,000.00 |
| g. Construction | | \$ 0.00 | | | \$ 0.00 |
| h. Other | | \$ 215,956.00 | | | \$ 215,956.00 |
| i. Total Direct Charges | | \$ 53,870,889.00 | | | \$ 53,870,889.00 |
| j. Indirect Charges | | \$ 301,111.00 | | | \$ 301,111.00 |
| k. Totals | | \$ 54,172,000.00 | | | \$ 54,172,000.00 |
| 7. Program Income | | \$ 0.00 | | | \$ 0.00 |

BUDGET INFORMATION - Non-Construction Programs

| | | |
|--|--|---|
| 1. Program/Project Identification No. Amendment number: | EE00164 A000 | 2. Program/Project Title State Energy Program - ARRA |
| 3. Name and Address | State of Minnesota 85 Seventh Place E Saint Paul MN 55101- | 4. Program/Project Start Date 04/01/2009 |
| | | 5. Completion Date 03/31/2012 |

SECTION A - BUDGET SUMMARY

| Grant Program Function or Activity (a) | Federal Catalog No. (b) | Estimated Unobligated Funds | | New or Revised Budget | | |
|---|-------------------------------|-----------------------------|--------------------|-----------------------|--------------------|------------------|
| | | Federal (c) | Non-Federal (d) | Federal (e) | Non-Federal (f) | Total (g) |
| 1. DOE | 81.041 | \$ 0.00 | | \$ 54,172,000.00 | | \$ 54,172,000.00 |
| 2. GRANTEE | | | \$ 0.00 | | \$ 0.00 | \$ 0.00 |
| 3. | | | | | | |
| 4. | | | | | | |
| 5. TOTALS | | \$ 0.00 | \$ 0.00 | \$ 54,172,000.00 | \$ 0.00 | \$ 54,172,000.00 |

SECTION B - BUDGET CATEGORIES

| 6. Object Class Categories | Grant Program, Function or Activity | | | | Total (5) |
|----------------------------|-------------------------------------|------------------|-----|-----|------------------|
| | (1) | DOE | (2) | (3) | |
| a. Personnel | | \$ 1,439,122.00 | | | \$ 1,439,122.00 |
| b. Fringe Benefits | | \$ 559,611.00 | | | \$ 559,611.00 |
| c. Travel | | \$ 45,000.00 | | | \$ 45,000.00 |
| d. Equipment | | \$ 35,400.00 | | | \$ 35,400.00 |
| e. Supplies | | \$ 13,800.00 | | | \$ 13,800.00 |
| f. Contractual | | \$ 51,562,000.00 | | | \$ 51,562,000.00 |
| g. Construction | | \$ 0.00 | | | \$ 0.00 |
| h. Other | | \$ 215,956.00 | | | \$ 215,956.00 |
| i. Total Direct Charges | | \$ 53,870,889.00 | | | \$ 53,870,889.00 |
| j. Indirect Charges | | \$ 301,111.00 | | | \$ 301,111.00 |
| k. Totals | | \$ 54,172,000.00 | | | \$ 54,172,000.00 |
| 7. Program Income | | \$ 0.00 | | | \$ 0.00 |

DOE F 540.1
(08/05)

**U.S. Department of Energy
STATE ENERGY PROGRAM (SEP)
NARRATIVE INFORMATION WORKSHEET**

OMB: Control No. 1910-5126
Expiration Date: 06/30/08

(Grant Number: EE00164)

Market Title: Commercial and Industrial

1. Market (choose one):

| | |
|--|---|
| <input checked="" type="checkbox"/> Buildings | <input type="checkbox"/> Industry |
| <input type="checkbox"/> Electric Power and Renewable Energy | <input type="checkbox"/> Policy, Planning and Energy Security |
| <input type="checkbox"/> Energy Education | <input type="checkbox"/> Transportation |

2. State: MN

3. Program Year: 2009

Date Start: 07/01/2009 Date End: 06/30/2010

4. Topics Involved in the Overall Program Market (choose all that apply):

| | | |
|---|--|--|
| <input type="checkbox"/> Agriculture | <input type="checkbox"/> Federal Energy Management Program | <input type="checkbox"/> Procurement of efficient products ** |
| <input type="checkbox"/> Alternative Fuels | <input type="checkbox"/> Federal, state and local facilities | <input type="checkbox"/> Public information |
| <input type="checkbox"/> Appliance efficiency and standards | <input type="checkbox"/> Financing energy programs | <input type="checkbox"/> Rating and labeling |
| <input type="checkbox"/> Bioenergy and biobased products | <input type="checkbox"/> Fuel cells | <input type="checkbox"/> Rebuild America |
| <input type="checkbox"/> Biomass Power | <input checked="" type="checkbox"/> General energy efficiency for industry | <input type="checkbox"/> Residential buildings |
| <input type="checkbox"/> Building America | <input type="checkbox"/> Geothermal | <input type="checkbox"/> Right turn on red ** |
| <input type="checkbox"/> Carpools, vanpools, and ridesharing ** | <input type="checkbox"/> Green power programs | <input type="checkbox"/> Schools |
| <input type="checkbox"/> Clean Cities | <input type="checkbox"/> Heavy vehicles and trucks | <input type="checkbox"/> Solar power |
| <input type="checkbox"/> Climate change planning | <input type="checkbox"/> Home energy ratings | <input type="checkbox"/> State energy strategic plans |
| <input checked="" type="checkbox"/> Combined heat and power | <input type="checkbox"/> Hydrogen | <input type="checkbox"/> Telecommuting |
| <input checked="" type="checkbox"/> Commercial buildings | <input type="checkbox"/> Hydropower | <input type="checkbox"/> Thermal ** |
| <input type="checkbox"/> Curriculum development | <input checked="" type="checkbox"/> Industrial processing | <input type="checkbox"/> Traffic signals |
| <input type="checkbox"/> Demand reduction | <input checked="" type="checkbox"/> Industries of the future | <input type="checkbox"/> Transmission and infrastructure reliability |
| <input checked="" type="checkbox"/> Distributed energy generation | <input checked="" type="checkbox"/> Lighting ** | <input type="checkbox"/> Transportation alternatives |
| <input type="checkbox"/> Energy and environment | <input type="checkbox"/> Low-income Weatherization | <input type="checkbox"/> Waste management and recycling |
| <input type="checkbox"/> Energy building codes | <input checked="" type="checkbox"/> Manufacturing | <input type="checkbox"/> Water systems |
| <input type="checkbox"/> Energy consumption and price statistics | <input checked="" type="checkbox"/> Motors and other industrial systems | <input type="checkbox"/> Wind energy |
| <input type="checkbox"/> Energy emergency planning | <input checked="" type="checkbox"/> Performance contracting | |
| <input type="checkbox"/> ENERGY STAR | <input type="checkbox"/> Policy and energy legislation | |

5. Estimated Annual Energy Savings : 117,800.00 MBtus

6. Description (executive summary of goals and objectives)* :

DOE F 540.1
(08/05)

U.S. Department of Energy
STATE ENERGY PROGRAM (SEP)
NARRATIVE INFORMATION WORKSHEET

OMB: Control No. 1910-5126
Expiration Date: 06/30/08

(Grant Number: EE00164)

Market Title: Commercial and Industrial

Market Title: Commercial and Industrial

SEP funds under this market title will be used to provide grants, technical assistance and shared-savings agreements to commercial, industrial and 501(c)(3) entities. Activities will occur in four program areas: Energy-Efficiency Grants and Shared Savings Agreements, Renewable Energy Grants, Ground-Source Heat Pump (GSHP) Grants and Emerging Renewable Energy Industries Grants. In the performance of work in all program areas, grantees will be required to comply with all applicable federal, state and local laws, regulations and standards, including but not limited to the handling, storage, transportation and disposal of waste. If a grantee proposes work that may affect an historic property or archaeological resource listed in or determined to be eligible for the National Register of Historic Places, the grantee will be required to comply with the requirements of Section 106 of the National Historic Preservation Act. For program activities determined to be categorically excluded from NEPA review, the State will review proposed projects and notify DOE if it determines that a project appears to present an extraordinary circumstance as defined under 10 CFR § 1021.410(b).

Program Area #1: Energy-Efficiency Grants and Shared Savings Agreements

SEP funds will be used to provide grants, technical assistance and shared-savings agreements to commercial, industrial and 501(c)(3) entities for energy-efficiency improvement for existing buildings and energy-using equipment. All work performed will occur in or on existing buildings and energy-using equipment and may include lighting improvements, HVAC modifications and replacements, controls systems improvement or expansion, exterior envelope modifications, motor and pump efficiency improvements, and process heat modifications or replacements. No new construction, expansion or preparatory work for new construction will be permitted.

Program Area #2: Renewable Energy Grants

SEP funds will be used to provide technical assistance and grants for installation of renewable energy equipment to provide electricity or heating or cooling energy, including solar, wind, biomass, hydro-electric and hydro-thermal. Activities in this program area will be implemented under three sub-program categories:

Sub-Program A: Small-scale Solar Grants

SEP funds will be used to provide grants for solar photovoltaic and solar thermal installations on or contiguous to existing buildings where active utilities and currently used roads are readily accessible. If contiguous to a building, installations will be limited to no more than 60kW for photovoltaic and 400 sq ft collector area for solar thermal.

Sub-Program B: Small-scale Wind Grants

SEP funds will be used to provide grants for installation of small wind turbines and related equipment. Turbine capacity will be limited to no greater than 35 kW. While NETL has suggested a 20 kW capacity limit for wind turbine installations, our experience with small-scale wind development in Minnesota leads us to conclude that typical installations within either a 20 kW limit or 35 kW limit have the same environmental characteristics: tower heights, rotor swept areas, blade tip speeds, visual impact and foundation and trenching depths are substantially the same. Installation siting will be prohibited where it would adversely

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STATE ENERGY PROGRAM (SEP)
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OMB: Control No. 1910-5126
Expiration Date: 06/30/08

(Grant Number: EE00164)

Market Title: Commercial and Industrial

affect an environmentally-sensitive resource.

Sub-Program C: Large Renewable Energy Feasibility Grants
SEP funds will be granted to one or more entity to determine the technical and economic feasibility of implementation of large-scale renewable energy projects. No implementation activity will be undertaken with SEP funds.

Sub-Program D: Large Renewable, Combined Heat & Power, and District Energy Grants
SEP funds will be used to provide grants for wind and solar installations exceeding size limits applicable to Sub-Programs A and B, and for biomass, biogas, hydrothermal, combined heat and power and district energy installations.

Program Area #3: Ground-Source Heat Pump (GSHP) Grants

Sub-Program A: Small-scale Ground-Source Heat Pump Grants
SEP funds will be used to provide grants for installation of small ground-source heat pump systems. Installations will be limited to closed-loop horizontal or vertical systems with 5.5 ton maximum capacity. Installation siting will be prohibited where it would adversely affect an environmentally-sensitive resource.

Sub-Program B: Large-scale Ground-Source Heat Pump Grants
SEP funds will be used to provide grants for installation of ground-source heat pump systems greater than 5.5 ton capacity. Installation siting will be prohibited where it would adversely affect an environmentally-sensitive resource.

Program Area #4: Emerging Renewable Energy Industries Grants
SEP funds will be used to provide grants to new or existing manufacturers of renewable energy, energy storage and/or ground-source heat pump systems or components to foster the direct and indirect expansion of green economic activity in the state. The SEO will issue a Request for Proposals in this program area and short-list potential sub-grants (anticipated to be 4 or fewer) for USDOE determination of appropriate NEPA review.

7. Program Year Milestones* :

| Milestone | | Planned (Number) |
|-----------|---|------------------|
| 1 | Criteria determined for grant awards | 1 |
| 2 | RFPs written for implementation of grant programs | 1 |
| 3 | Contracts awarded | 1 |

8. Standard metrics (required)**

| JOB METRICS | Planned |
|--|---------|
| Job Creation | |
| Jobs created through Recovery Act funds | |
| Jobs created | 256 |

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OMB: Control No. 1910-5126
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Market Title: Commercial and Industrial

9. Specific metric activity (required)**

| SPECIFIC METRICS | Planned |
|---|---------|
| Industrial Process Efficiency | |
| Reduction in natural gas consumption | |
| Reduction in natural gas consumption | 0 |
| Industrial Process Efficiency | |
| Reduction in electricity consumption | |
| Reduction in electricity consumption | 0 |

10. User specified metrics (optional)*

| METRICS | Planned |
|---------|---------|
| | |

11. Program Year Funds by Source*

| | |
|---|------------------------|
| a. SEP Grant (all funds in the approved budget) | |
| DOE | \$11,780,018.00 |
| Market Budget Total | \$11,780,018.00 |
| b. Leveraged funds anticipated (outside approved budget) | |
| | |

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(08/05)

**U.S. Department of Energy
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OMB: Control No. 1910-5126
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(Grant Number: EE00164)

Market Title: Conservation Improvement Program (Utility) Coordination

1. Market (choose one):

| | |
|--|---|
| <input checked="" type="checkbox"/> Buildings | <input type="checkbox"/> Industry |
| <input type="checkbox"/> Electric Power and Renewable Energy | <input type="checkbox"/> Policy, Planning and Energy Security |
| <input type="checkbox"/> Energy Education | <input type="checkbox"/> Transportation |

2. State: MN

3. Program Year: 2009

Date Start: 07/01/2009 Date End: 06/30/2010

4. Topics Involved in the Overall Program Market (choose all that apply):

| | | |
|--|---|--|
| <input type="checkbox"/> Agriculture | <input type="checkbox"/> Federal Energy Management Program | <input type="checkbox"/> Procurement of efficient products ** |
| <input type="checkbox"/> Alternative Fuels | <input type="checkbox"/> Federal, state and local facilities | <input type="checkbox"/> Public information |
| <input type="checkbox"/> Appliance efficiency and standards | <input checked="" type="checkbox"/> Financing energy programs | <input type="checkbox"/> Rating and labeling |
| <input type="checkbox"/> Bioenergy and biobased products | <input type="checkbox"/> Fuel cells | <input type="checkbox"/> Rebuild America |
| <input type="checkbox"/> Biomass Power | <input type="checkbox"/> General energy efficiency for industry | <input type="checkbox"/> Residential buildings |
| <input type="checkbox"/> Building America | <input type="checkbox"/> Geothermal | <input type="checkbox"/> Right turn on red ** |
| <input type="checkbox"/> Carpools, vanpools, and ridesharing ** | <input type="checkbox"/> Green power programs | <input type="checkbox"/> Schools |
| <input type="checkbox"/> Clean Cities | <input type="checkbox"/> Heavy vehicles and trucks | <input type="checkbox"/> Solar power |
| <input type="checkbox"/> Climate change planning | <input type="checkbox"/> Home energy ratings | <input type="checkbox"/> State energy strategic plans |
| <input type="checkbox"/> Combined heat and power | <input type="checkbox"/> Hydrogen | <input type="checkbox"/> Telecommuting |
| <input type="checkbox"/> Commercial buildings | <input type="checkbox"/> Hydropower | <input type="checkbox"/> Thermal ** |
| <input type="checkbox"/> Curriculum development | <input type="checkbox"/> Industrial processing | <input type="checkbox"/> Traffic signals |
| <input type="checkbox"/> Demand reduction | <input type="checkbox"/> Industries of the future | <input type="checkbox"/> Transmission and infrastructure reliability |
| <input type="checkbox"/> Distributed energy generation | <input type="checkbox"/> Lighting ** | <input type="checkbox"/> Transportation alternatives |
| <input type="checkbox"/> Energy and environment | <input type="checkbox"/> Low-income Weatherization | <input type="checkbox"/> Waste management and recycling |
| <input type="checkbox"/> Energy building codes | <input type="checkbox"/> Manufacturing | <input type="checkbox"/> Water systems |
| <input type="checkbox"/> Energy consumption and price statistics | <input type="checkbox"/> Motors and other industrial systems | <input type="checkbox"/> Wind energy |
| <input type="checkbox"/> Energy emergency planning | <input type="checkbox"/> Performance contracting | |
| <input checked="" type="checkbox"/> ENERGY STAR | <input type="checkbox"/> Policy and energy legislation | |

5. Estimated Annual Energy Savings : 2,300.00 MBtus

6. Description (executive summary of goals and objectives)* :

The State Legislature recognizes that many of the programs that will use ARRA funds can be supplemented through the state's utility conservation improvement funds. SEO will provide appropriate staff to coordinate the programs with the utilities in the state to ensure that all existing funds are sufficiently leveraged.

7. Program Year Milestones* :

| | Milestone | Planned (Number) |
|---|---|------------------|
| 1 | Hire coordinator | 1 |
| 2 | Create list of areas where utility programs connect with ARRA | 1 |
| 3 | Coordinate with utilities | 1 |
| 4 | Measure results | 1 |

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Market Title: Conservation Improvement Program (Utility) Coordination

8. Standard metrics (required)**

| JOB METRICS | Planned |
|--|---------|
| Job Creation | |
| Jobs created through Recovery Act funds | |
| Jobs created | 5 |

9. Specific metric activity (required)**

| SPECIFIC METRICS | Planned |
|--|---------|
| Technical Assistance | |
| Information contacts (e.g., webinars, site visits, media, fact sheet) in which energy efficiency or renewable energy measures | |
| Number of contacts (Commercial) | 0 |

10. User specified metrics (optional)*

| METRICS | Planned |
|---------|---------|
| | |

11. Program Year Funds by Source*

| | |
|---|---------------------|
| a. SEP Grant (all funds in the approved budget) | |
| DOE | \$302,063.00 |
| Market Budget Total | \$302,063.00 |
| b. Leveraged funds anticipated (outside approved budget) | |
| | |

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(08/05)

**U.S. Department of Energy
STATE ENERGY PROGRAM (SEP)
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OMB: Control No. 1910-5126
Expiration Date: 06/30/08

(Grant Number: EE00164)

Market Title: Government Buildings Energy Efficiency Retrofits

1. Market (choose one):

| | |
|--|---|
| <input checked="" type="checkbox"/> Buildings | <input type="checkbox"/> Industry |
| <input type="checkbox"/> Electric Power and Renewable Energy | <input type="checkbox"/> Policy, Planning and Energy Security |
| <input type="checkbox"/> Energy Education | <input type="checkbox"/> Transportation |

2. State: MN

3. Program Year: 2009

Date Start: 07/01/2009 Date End: 06/30/2010

4. Topics Involved in the Overall Program Market (choose all that apply):

| | | |
|--|---|--|
| <input type="checkbox"/> Agriculture | <input type="checkbox"/> Federal Energy Management Program | <input type="checkbox"/> Procurement of efficient products ** |
| <input type="checkbox"/> Alternative Fuels | <input type="checkbox"/> Federal, state and local facilities | <input type="checkbox"/> Public information |
| <input type="checkbox"/> Appliance efficiency and standards | <input checked="" type="checkbox"/> Financing energy programs | <input type="checkbox"/> Rating and labeling |
| <input type="checkbox"/> Bioenergy and biobased products | <input type="checkbox"/> Fuel cells | <input type="checkbox"/> Rebuild America |
| <input type="checkbox"/> Biomass Power | <input type="checkbox"/> General energy efficiency for industry | <input type="checkbox"/> Residential buildings |
| <input type="checkbox"/> Building America | <input type="checkbox"/> Geothermal | <input type="checkbox"/> Right turn on red ** |
| <input type="checkbox"/> Carpools, vanpools, and ridesharing ** | <input type="checkbox"/> Green power programs | <input type="checkbox"/> Schools |
| <input type="checkbox"/> Clean Cities | <input type="checkbox"/> Heavy vehicles and trucks | <input type="checkbox"/> Solar power |
| <input type="checkbox"/> Climate change planning | <input type="checkbox"/> Home energy ratings | <input type="checkbox"/> State energy strategic plans |
| <input type="checkbox"/> Combined heat and power | <input type="checkbox"/> Hydrogen | <input type="checkbox"/> Telecommuting |
| <input checked="" type="checkbox"/> Commercial buildings | <input type="checkbox"/> Hydropower | <input type="checkbox"/> Thermal ** |
| <input type="checkbox"/> Curriculum development | <input type="checkbox"/> Industrial processing | <input type="checkbox"/> Traffic signals |
| <input type="checkbox"/> Demand reduction | <input type="checkbox"/> Industries of the future | <input type="checkbox"/> Transmission and infrastructure reliability |
| <input type="checkbox"/> Distributed energy generation | <input checked="" type="checkbox"/> Lighting ** | <input type="checkbox"/> Transportation alternatives |
| <input type="checkbox"/> Energy and environment | <input type="checkbox"/> Low-income Weatherization | <input type="checkbox"/> Waste management and recycling |
| <input type="checkbox"/> Energy building codes | <input type="checkbox"/> Manufacturing | <input type="checkbox"/> Water systems |
| <input type="checkbox"/> Energy consumption and price statistics | <input type="checkbox"/> Motors and other industrial systems | <input type="checkbox"/> Wind energy |
| <input type="checkbox"/> Energy emergency planning | <input checked="" type="checkbox"/> Performance contracting | |
| <input type="checkbox"/> ENERGY STAR | <input type="checkbox"/> Policy and energy legislation | |

5. Estimated Annual Energy Savings : 135,723.00 MBtus

6. Description (executive summary of goals and objectives)* :

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**U.S. Department of Energy
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OMB: Control No. 1910-5126
Expiration Date: 06/30/08

(Grant Number: EE00164)

Market Title: Government Buildings Energy Efficiency Retrofits

Market Title: Government Buildings Energy Efficiency Retrofits

SEP funds under this market title will be used to provide cost-share grants to state and local units of government to make energy-efficiency improvements in existing government-owned buildings and/or to energy-using facilities (such as street lighting or traffic control systems.) All improvements will occur in or on existing buildings or facilities and may include lighting improvements, HVAC modifications and replacements, controls systems improvement or expansion, exterior envelope modifications, motor and pump efficiency improvements. No new construction, expansion or preparatory work for new construction will be undertaken. In the performance of work, grantees will be required to comply with all applicable federal, state and local laws, regulations and standards, including but not limited to the handling, storage, transportation and disposal of waste. If a grantee proposes work that may affect an historic property or archaeological resource listed in or determined to be eligible for the National Register of Historic Places, the grantee will be required to comply with the requirements of Section 106 of the National Historic Preservation Act. The State will review proposed projects and notify DOE if it determines that a project appears to present an extraordinary circumstance as defined under 10 CFR § 1021.410(b).

7. Program Year Milestones* :

| Milestone | | Planned (Number) |
|-----------|---|---------------------|
| 1 | RFP for public buildings grant program | 1 |
| 2 | Buildings benchmarked and verified | 25 |
| 3 | Energy Services Coalition started | 1 |
| 4 | Recommissioning, O & M program designed | 1 |

8. Standard metrics (required)**

| JOB METRICS | Planned |
|--|---------|
| Job Creation | |
| Jobs created through Recovery Act funds | |
| Jobs created | 295 |

9. Specific metric activity (required)**

| SPECIFIC METRICS | Planned |
|---|---------|
| Building Retrofits | |
| Buildings retrofitted, by sector | |
| Buildings retrofitted (Public) | 0 |
| Square footage retrofitted (Public) | 0 |

10. User specified metrics (optional)*

| METRICS | Planned |
|---------|---------|
| | |

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(Grant Number: EE00164)

Market Title: Government Buildings Energy Efficiency Retrofits

11. Program Year Funds by Source*

| | |
|--|------------------------|
| a. SEP Grant (all funds in the approved budget) | |
| DOE | \$13,572,299.00 |
| Market Budget Total | \$13,572,299.00 |
| b. Leveraged funds anticipated (outside approved budget) | |
| | |

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OMB: Control No. 1910-5126
Expiration Date: 06/30/08

(Grant Number: EE00164)

Market Title: Information & Outreach

1. Market (choose one):

| | |
|--|---|
| <input type="checkbox"/> Buildings | <input type="checkbox"/> Industry |
| <input type="checkbox"/> Electric Power and Renewable Energy | <input type="checkbox"/> Policy, Planning and Energy Security |
| <input checked="" type="checkbox"/> Energy Education | <input type="checkbox"/> Transportation |

2. State: MN

3. Program Year: 2009

Date Start: 07/01/2009 Date End: 06/03/2010

4. Topics Involved in the Overall Program Market (choose all that apply):

| | | |
|---|--|--|
| <input type="checkbox"/> Agriculture | <input type="checkbox"/> Federal Energy Management Program | <input type="checkbox"/> Procurement of efficient products ** |
| <input type="checkbox"/> Alternative Fuels | <input type="checkbox"/> Federal, state and local facilities | <input checked="" type="checkbox"/> Public information |
| <input type="checkbox"/> Appliance efficiency and standards | <input type="checkbox"/> Financing energy programs | <input type="checkbox"/> Rating and labeling |
| <input type="checkbox"/> Bioenergy and biobased products | <input type="checkbox"/> Fuel cells | <input type="checkbox"/> Rebuild America |
| <input type="checkbox"/> Biomass Power | <input checked="" type="checkbox"/> General energy efficiency for industry | <input type="checkbox"/> Residential buildings |
| <input type="checkbox"/> Building America | <input type="checkbox"/> Geothermal | <input type="checkbox"/> Right turn on red ** |
| <input type="checkbox"/> Carpools, vanpools, and ridesharing ** | <input type="checkbox"/> Green power programs | <input type="checkbox"/> Schools |
| <input type="checkbox"/> Clean Cities | <input type="checkbox"/> Heavy vehicles and trucks | <input type="checkbox"/> Solar power |
| <input type="checkbox"/> Climate change planning | <input type="checkbox"/> Home energy ratings | <input type="checkbox"/> State energy strategic plans |
| <input type="checkbox"/> Combined heat and power | <input type="checkbox"/> Hydrogen | <input type="checkbox"/> Telecommuting |
| <input type="checkbox"/> Commercial buildings | <input type="checkbox"/> Hydropower | <input type="checkbox"/> Thermal ** |
| <input type="checkbox"/> Curriculum development | <input type="checkbox"/> Industrial processing | <input type="checkbox"/> Traffic signals |
| <input type="checkbox"/> Demand reduction | <input type="checkbox"/> Industries of the future | <input type="checkbox"/> Transmission and infrastructure reliability |
| <input type="checkbox"/> Distributed energy generation | <input type="checkbox"/> Lighting ** | <input type="checkbox"/> Transportation alternatives |
| <input type="checkbox"/> Energy and environment | <input type="checkbox"/> Low-income Weatherization | <input type="checkbox"/> Waste management and recycling |
| <input type="checkbox"/> Energy building codes | <input type="checkbox"/> Manufacturing | <input type="checkbox"/> Water systems |
| <input checked="" type="checkbox"/> Energy consumption and price statistics | <input type="checkbox"/> Motors and other industrial systems | <input type="checkbox"/> Wind energy |
| <input type="checkbox"/> Energy emergency planning | <input type="checkbox"/> Performance contracting | |
| <input type="checkbox"/> ENERGY STAR | <input type="checkbox"/> Policy and energy legislation | |

5. Estimated Annual Energy Savings : 21,947.00 MBtus

6. Description (executive summary of goals and objectives)* :

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(Grant Number: EE00164)

Market Title: Information & Outreach

The State Legislature recognizes the importance of reaching out to all Minnesotans. SEO will provide those services through its State Energy Office Energy Information Center as well as providing grants for the broadcast of energy information through a variety of strategies.

The objective of the Energy Information Center is to promote energy efficiency by providing impartial information through various media on energy conservation, renewable energy and other energy-related issues. The Information activity has been designated as the core function of the State Energy Office and, therefore, significant resources continue to be allocated to its staffing and support. Strategies include telephone hotline, printed materials, CD distribution, media releases, website, booths at trade fairs and home shows and as a participant in community based energy and housing events across the state.

Minnesota has organized Clean Energy Resource Teams (CERTs) that have over 300 organizations and citizens involved in planning and implementing local energy conservation and renewable energy projects. There are six regional teams in greater Minnesota and a network in the Twin Cities metro area. CERTs will provide outreach through multiple organizations throughout the state to maximize the number of households participating in residential energy conservation programs.

The State Legislature understands the value of energy efficiency and has directed the State Energy Office to develop a plan for a national energy efficiency center that will provide testing to accurately measure and verify energy savings, provide an ongoing assessment of best practices in the industry and coordinate with appropriate educational institutions to transfer both technology and best practices to its students.

The State Legislature recognizes the value of providing information and systems demonstrations to consumers around the state. SEO will provide a grant to the Kennedy Go Green Business Center to demonstrate the value of renewable energy and energy efficiency

7. Program Year Milestones* :

| | Milestone | Planned (Number) |
|---|---|------------------|
| 1 | Information Center contacts | 100,000 |
| 2 | Paper publications | 10,000 |
| 4 | Trade & Home shows along with other related public events | 50 |
| 5 | Unique web visits | 400,000 |
| 6 | Web PDF page downloads | 350,000 |
| 7 | RFPs published for grants outreach activities, national energy efficiency center activities | 10 |
| 8 | Stakeholder meeting held for NEEC planning | 4 |

8. Standard metrics (required)**

| JOB METRICS | | Planned |
|--|--|---------|
| Job Creation | | |
| Jobs created through Recovery Act funds | | |
| Jobs created | | 23 |

9. Specific metric activity (required)**

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Market Title: Information & Outreach

| SPECIFIC METRICS | Planned |
|--|---------|
| Workshops, Training, and Education | |
| Workshops, training, and education sessions, by sector | |
| Number of workshops, training, and education sessions held (All sectors) | 0 |
| Number of people attending (All sectors) | 0 |

10. User specified metrics (optional)*

| METRICS | Planned |
|---------|---------|
| | |

11. Program Year Funds by Source*

| | |
|--|-----------------------|
| a. SEP Grant (all funds in the approved budget) | |
| DOE | \$2,194,734.00 |
| Market Budget Total | \$2,194,734.00 |
| b. Leveraged funds anticipated (outside approved budget) | |
| | |

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OMB: Control No. 1910-5126
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(Grant Number: EE00164)

Market Title: Residential Energy Efficiency

1. Market (choose one):

| | |
|--|---|
| <input checked="" type="checkbox"/> Buildings | <input type="checkbox"/> Industry |
| <input type="checkbox"/> Electric Power and Renewable Energy | <input type="checkbox"/> Policy, Planning and Energy Security |
| <input type="checkbox"/> Energy Education | <input type="checkbox"/> Transportation |

2. State: MN

3. Program Year: 2009

Date Start: 07/01/2009 Date End: 06/30/2010

4. Topics Involved in the Overall Program Market (choose all that apply):

| | | |
|--|---|--|
| <input type="checkbox"/> Agriculture | <input type="checkbox"/> Federal Energy Management Program | <input type="checkbox"/> Procurement of efficient products ** |
| <input type="checkbox"/> Alternative Fuels | <input type="checkbox"/> Federal, state and local facilities | <input type="checkbox"/> Public information |
| <input type="checkbox"/> Appliance efficiency and standards | <input checked="" type="checkbox"/> Financing energy programs | <input type="checkbox"/> Rating and labeling |
| <input type="checkbox"/> Bioenergy and biobased products | <input type="checkbox"/> Fuel cells | <input type="checkbox"/> Rebuild America |
| <input type="checkbox"/> Biomass Power | <input type="checkbox"/> General energy efficiency for industry | <input checked="" type="checkbox"/> Residential buildings |
| <input type="checkbox"/> Building America | <input type="checkbox"/> Geothermal | <input type="checkbox"/> Right turn on red ** |
| <input type="checkbox"/> Carpools, vanpools, and ridesharing ** | <input type="checkbox"/> Green power programs | <input type="checkbox"/> Schools |
| <input type="checkbox"/> Clean Cities | <input type="checkbox"/> Heavy vehicles and trucks | <input type="checkbox"/> Solar power |
| <input type="checkbox"/> Climate change planning | <input type="checkbox"/> Home energy ratings | <input type="checkbox"/> State energy strategic plans |
| <input type="checkbox"/> Combined heat and power | <input type="checkbox"/> Hydrogen | <input type="checkbox"/> Telecommuting |
| <input type="checkbox"/> Commercial buildings | <input type="checkbox"/> Hydropower | <input type="checkbox"/> Thermal ** |
| <input type="checkbox"/> Curriculum development | <input type="checkbox"/> Industrial processing | <input type="checkbox"/> Traffic signals |
| <input type="checkbox"/> Demand reduction | <input type="checkbox"/> Industries of the future | <input type="checkbox"/> Transmission and infrastructure reliability |
| <input type="checkbox"/> Distributed energy generation | <input checked="" type="checkbox"/> Lighting ** | <input type="checkbox"/> Transportation alternatives |
| <input type="checkbox"/> Energy and environment | <input type="checkbox"/> Low-income Weatherization | <input type="checkbox"/> Waste management and recycling |
| <input checked="" type="checkbox"/> Energy building codes | <input type="checkbox"/> Manufacturing | <input type="checkbox"/> Water systems |
| <input type="checkbox"/> Energy consumption and price statistics | <input type="checkbox"/> Motors and other industrial systems | <input type="checkbox"/> Wind energy |
| <input type="checkbox"/> Energy emergency planning | <input type="checkbox"/> Performance contracting | |
| <input checked="" type="checkbox"/> ENERGY STAR | <input type="checkbox"/> Policy and energy legislation | |

5. Estimated Annual Energy Savings : 81,371.00 MBtus

6. Description (executive summary of goals and objectives)* :

To ensure that Minnesota's residential buildings continue to improve in energy performance, the State Energy Office will develop and implement multiple residential energy efficiency programs to reach a variety of income levels. An energy efficient loan product, supplementing existing Minnesota Housing Finance Agency (MHFA) loan products and using MHFA's lender network will target households \$93,000 and lower. Another program will combine environmental/carbon reduction awareness campaigns, innovative financing with deep energy retrofits and a final measurement and verification process. Another program will incent market rate homeowners to parlay the federal tax credit, appliance rebate dollars, and utility conservation improvement funds with ARRA funds to achieve greater energy savings.

To ensure that Minnesota's residential buildings continue to improve in energy performance, the State Energy Office will develop and implement multiple residential energy efficiency programs to reach a variety of income levels. An energy efficient loan product, supplementing existing Minnesota Housing Finance Agency (MHFA) loan products and using MHFA's lender network will target households \$93,000 and lower. Another program will combine environmental/carbon reduction awareness campaigns, innovative financing with deep energy retrofits and a final measurement and verification process. Another program will incent market rate homeowners to parlay the federal tax credit, appliance rebate dollars, and utility conservation improvement funds with ARRA funds to achieve greater energy savings.

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Expiration Date: 06/30/08

(Grant Number: EE00164)

Market Title: Residential Energy Efficiency

7. Program Year Milestones* :

| Milestone | | Planned (Number) |
|-----------|--|---------------------|
| 1 | Integrated energy efficient loan products into MHFA loan program | 1 |
| 2 | RFPs for development of additional EE finance programs | 1 |
| 3 | Grants awarded | 2 |
| 4 | Total number of households served | 3,500 |

8. Standard metrics (required)**

| JOB METRICS | Planned |
|--|---------|
| Job Creation | |
| Jobs created through Recovery Act funds | |
| Jobs created | 177 |

9. Specific metric activity (required)**

| SPECIFIC METRICS | Planned |
|---|---------|
| Financial Incentives for Energy Efficiency and Other Covered Investments | |
| Financial incentives provided, by incentive type and sector | |
| Monetary value of financial incentives (Residential; Other) | 0 |
| Financial Incentives for Energy Efficiency and Other Covered Investments | |
| Total value of investments incentivized, by incentive type and sector | |
| Total value of investments incentivized (Residential; Other) | 0 |

10. User specified metrics (optional)*

| METRICS | Planned |
|---------|---------|
| | |

11. Program Year Funds by Source*

| | |
|--|-----------------------|
| a. SEP Grant (all funds in the approved budget) | |
| DOE | \$8,137,150.00 |
| Market Budget Total | \$8,137,150.00 |
| b. Leveraged funds anticipated (outside approved budget) | |
| | |

DOE F 540.1
(08/05)

U.S. Department of Energy STATE ENERGY PROGRAM (SEP) NARRATIVE INFORMATION WORKSHEET

OMB: Control No. 1910-5126
Expiration Date: 06/30/08

(Grant Number: EE00164)

Market Title: Residential Renewable Energy Rebate

1. Market (choose one):

| | |
|---|---|
| <input type="checkbox"/> Buildings | <input type="checkbox"/> Industry |
| <input checked="" type="checkbox"/> Electric Power and Renewable Energy | <input type="checkbox"/> Policy, Planning and Energy Security |
| <input type="checkbox"/> Energy Education | <input type="checkbox"/> Transportation |

2. State: MN

3. Program Year: 2009

Date Start: 07/01/2009 Date End: 06/30/2010

4. Topics Involved in the Overall Program Market (choose all that apply):

| | | |
|--|---|--|
| <input type="checkbox"/> Agriculture | <input type="checkbox"/> Federal Energy Management Program | <input type="checkbox"/> Procurement of efficient products ** |
| <input type="checkbox"/> Alternative Fuels | <input type="checkbox"/> Federal, state and local facilities | <input type="checkbox"/> Public information |
| <input type="checkbox"/> Appliance efficiency and standards | <input type="checkbox"/> Financing energy programs | <input type="checkbox"/> Rating and labeling |
| <input type="checkbox"/> Bioenergy and biobased products | <input type="checkbox"/> Fuel cells | <input type="checkbox"/> Rebuild America |
| <input checked="" type="checkbox"/> Biomass Power | <input type="checkbox"/> General energy efficiency for industry | <input type="checkbox"/> Residential buildings |
| <input type="checkbox"/> Building America | <input checked="" type="checkbox"/> Geothermal | <input type="checkbox"/> Right turn on red ** |
| <input type="checkbox"/> Carpools, vanpools, and ridesharing ** | <input type="checkbox"/> Green power programs | <input type="checkbox"/> Schools |
| <input type="checkbox"/> Clean Cities | <input type="checkbox"/> Heavy vehicles and trucks | <input checked="" type="checkbox"/> Solar power |
| <input type="checkbox"/> Climate change planning | <input type="checkbox"/> Home energy ratings | <input type="checkbox"/> State energy strategic plans |
| <input type="checkbox"/> Combined heat and power | <input type="checkbox"/> Hydrogen | <input type="checkbox"/> Telecommuting |
| <input type="checkbox"/> Commercial buildings | <input type="checkbox"/> Hydropower | <input checked="" type="checkbox"/> Thermal ** |
| <input type="checkbox"/> Curriculum development | <input type="checkbox"/> Industrial processing | <input type="checkbox"/> Traffic signals |
| <input type="checkbox"/> Demand reduction | <input type="checkbox"/> Industries of the future | <input type="checkbox"/> Transmission and infrastructure reliability |
| <input type="checkbox"/> Distributed energy generation | <input type="checkbox"/> Lighting ** | <input type="checkbox"/> Transportation alternatives |
| <input type="checkbox"/> Energy and environment | <input type="checkbox"/> Low-income Weatherization | <input type="checkbox"/> Waste management and recycling |
| <input type="checkbox"/> Energy building codes | <input type="checkbox"/> Manufacturing | <input type="checkbox"/> Water systems |
| <input type="checkbox"/> Energy consumption and price statistics | <input type="checkbox"/> Motors and other industrial systems | <input checked="" type="checkbox"/> Wind energy |
| <input type="checkbox"/> Energy emergency planning | <input type="checkbox"/> Performance contracting | |
| <input type="checkbox"/> ENERGY STAR | <input type="checkbox"/> Policy and energy legislation | |

5. Estimated Annual Energy Savings : 48,672.00 MBtus

6. Description (executive summary of goals and objectives)* :

DOE F 540.1
(08/05)

**U.S. Department of Energy
STATE ENERGY PROGRAM (SEP)
NARRATIVE INFORMATION WORKSHEET**

OMB: Control No. 1910-5126
Expiration Date: 06/30/08

(Grant Number: EE00164)

Market Title: Residential Renewable Energy Rebate

Market Title: Residential Renewable Energy Rebate

SEP funds will be used to provide rebates to homeowners and small businesses (20 or fewer full-time employees) to offset a portion of the cost of small-scale renewable and ground-source heat pump installations. In the performance of work in all program areas, grantees will be required to comply with all applicable federal, state and local laws, regulations and standards, including but not limited to the handling, storage, transportation and disposal of waste. If a grantee proposes work that may affect an historic property or archaeological resource listed in or determined to be eligible for the National Register of Historic Places, the grantee will be required to comply with the requirements of Section 106 of the National Historic Preservation Act. For program activities determined to be categorically excluded from NEPA review, the State will review proposed projects and notify DOE if it determines that a project appears to present an extraordinary circumstance as defined under 10 CFR § 1021.410(b).

Program Area #1: Small-scale Solar Rebates (\$2,927,214)

SEP funds will be used to provide rebates for solar photovoltaic and solar thermal installations on or contiguous to existing buildings where active utilities and currently used roads are readily accessible. If contiguous to a building, installations will be limited to no more than 60 kW for photovoltaic or the lesser of 400 sq ft collector area or appropriately-scaled to adjacent building load for solar thermal.

Program Area #2: Small-scale Wind Rebates (\$970,000)

SEP funds will be used to provide rebates for installation of small wind turbines and related equipment. Turbine capacity will be limited to no greater than 35 kW. While NETL has suggested a 20 kW capacity limit for wind turbine installations, our experience with small-scale wind development in Minnesota leads us to conclude that typical installations within either a 20 kW limit or 35 kW limit have the same environmental characteristics: tower heights, rotor swept areas, blade tip speeds, visual impact and foundation and trenching depths are substantially the same. Installation siting will be prohibited where it would adversely affect an environmentally-sensitive resource.

Program Area #3: Ground-source Heat Pump Rebates (\$970,000)

SEP funds will be used to provide rebates for installation of small ground-source heat pump systems. Installations will be limited to closed-loop horizontal or vertical systems with 5.5 ton maximum capacity. Installation siting will be prohibited where it would adversely affect an environmentally-sensitive resource.

7. Program Year Milestones* :

| | Milestone | Planned (Number) |
|---|--|------------------|
| 1 | Develop application form and review procedures | 1 |
| 2 | Develop criteria for rebate program | 1 |
| 3 | Develop outreach materials for program | 1 |

8. Standard metrics (required)**

DOE F 540.1
(08/05)

**U.S. Department of Energy
STATE ENERGY PROGRAM (SEP)
NARRATIVE INFORMATION WORKSHEET**

OMB: Control No. 1910-5126
Expiration Date: 06/30/08

(Grant Number: EE00164)

Market Title: Residential Renewable Energy Rebate

| JOB METRICS | | Planned |
|--|--|----------------|
| Job Creation | | |
| Jobs created through Recovery Act funds | | |
| Jobs created | | 106 |

9. Specific metric activity (required)**

| SPECIFIC METRICS | | Planned |
|---|--|----------------|
| Financial Incentives for Energy Efficiency and Other Covered Investments | | |
| Financial incentives provided, by incentive type and sector | | |
| Monetary value of financial incentives (Residential; Rebates) | | 0 |
| Financial Incentives for Energy Efficiency and Other Covered Investments | | |
| Total value of investments incentivized, by incentive type and sector | | |
| Total value of investments incentivized (Residential; Other) | | 0 |

10. User specified metrics (optional)*

| METRICS | | Planned |
|----------------|--|----------------|
| | | |

11. Program Year Funds by Source*

| | | |
|---|--|-----------------------|
| a. SEP Grant (all funds in the approved budget) | | |
| DOE | | \$4,867,214.00 |
| Market Budget Total | | \$4,867,214.00 |
| b. Leveraged funds anticipated (outside approved budget) | | |
| | | |

DOE F 540.1
(08/05)

U.S. Department of Energy STATE ENERGY PROGRAM (SEP) NARRATIVE INFORMATION WORKSHEET

OMB: Control No. 1910-5126
Expiration Date: 06/30/08

(Grant Number: EE00164)

Market Title: School / Local Government Renewable Energy

1. Market (choose one):

| | |
|--|---|
| <input type="checkbox"/> Buildings <input checked="" type="checkbox"/> Electric Power and Renewable Energy <input type="checkbox"/> Energy Education | <input type="checkbox"/> Industry <input type="checkbox"/> Policy, Planning and Energy Security <input type="checkbox"/> Transportation |
|--|---|

2. State: MN

3. Program Year: 2009

Date Start: 07/01/2009 Date End: 06/30/2010

4. Topics Involved in the Overall Program Market (choose all that apply):

| | | |
|---|--|---|
| <input type="checkbox"/> Agriculture <input type="checkbox"/> Alternative Fuels <input type="checkbox"/> Appliance efficiency and standards <input type="checkbox"/> Bioenergy and biobased products <input checked="" type="checkbox"/> Biomass Power <input type="checkbox"/> Building America <input type="checkbox"/> Carpools, vanpools, and ridesharing <small>**</small> <input type="checkbox"/> Clean Cities <input type="checkbox"/> Climate change planning <input type="checkbox"/> Combined heat and power <input type="checkbox"/> Commercial buildings <input type="checkbox"/> Curriculum development <input type="checkbox"/> Demand reduction <input type="checkbox"/> Distributed energy generation <input type="checkbox"/> Energy and environment <input type="checkbox"/> Energy building codes <input type="checkbox"/> Energy consumption and price statistics <input type="checkbox"/> Energy emergency planning <input type="checkbox"/> ENERGY STAR | <input type="checkbox"/> Federal Energy Management Program <input type="checkbox"/> Federal, state and local facilities <input type="checkbox"/> Financing energy programs <input type="checkbox"/> Fuel cells <input type="checkbox"/> General energy efficiency for industry <input checked="" type="checkbox"/> Geothermal <input type="checkbox"/> Green power programs <input type="checkbox"/> Heavy vehicles and trucks <input type="checkbox"/> Home energy ratings <input type="checkbox"/> Hydrogen <input type="checkbox"/> Hydropower <input type="checkbox"/> Industrial processing <input type="checkbox"/> Industries of the future <input type="checkbox"/> Lighting ** <input type="checkbox"/> Low-income Weatherization <input type="checkbox"/> Manufacturing <input type="checkbox"/> Motors and other industrial systems <input type="checkbox"/> Performance contracting <input type="checkbox"/> Policy and energy legislation | <input type="checkbox"/> Procurement of efficient products ** <input type="checkbox"/> Public information <input type="checkbox"/> Rating and labeling <input type="checkbox"/> Rebuild America <input type="checkbox"/> Residential buildings <input type="checkbox"/> Right turn on red ** <input type="checkbox"/> Schools <input checked="" type="checkbox"/> Solar power <input type="checkbox"/> State energy strategic plans <input type="checkbox"/> Telecommuting <input checked="" type="checkbox"/> Thermal ** <input type="checkbox"/> Traffic signals <input type="checkbox"/> Transmission and infrastructure reliability <input type="checkbox"/> Transportation alternatives <input type="checkbox"/> Waste management and recycling <input type="checkbox"/> Water systems <input checked="" type="checkbox"/> Wind energy |
|---|--|---|

5. Estimated Annual Energy Savings : 86,644.00 MBtus

6. Description (executive summary of goals and objectives)* :

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(08/05)

U.S. Department of Energy
STATE ENERGY PROGRAM (SEP)
NARRATIVE INFORMATION WORKSHEET

OMB: Control No. 1910-5126
Expiration Date: 06/30/08

(Grant Number: EE00164)

Market Title: School / Local Government Renewable Energy

Market Title: School/Local Government Renewable Energy

SEP funds under this market title will be used to provide cost-share grants to public school districts and local units of government to install renewable energy, combined heat and power, district energy and ground-source heat pump systems. In the performance of work, grantees will be required to comply with all applicable federal, state and local laws, regulations and standards, including but not limited to the handling, storage, transportation and disposal of waste. If a grantee proposes work that may affect an historic property or archaeological resource listed in or determined to be eligible for the National Register of Historic Places, the grantee will be required to comply with the requirements of Section 106 of the National Historic Preservation Act. For program activities determined to be categorically excluded from NEPA review, the State will review proposed projects and notify DOE if it determines that a project appears to present an extraordinary circumstance as defined under 10 CFR § 1021.410(b).

Program Area #1: Renewable Energy Grants*Sub-Program A: Small-scale Solar Grants (\$2,000,000)*

SEP funds will be used to provide grants for solar photovoltaic and solar thermal installations on or contiguous to existing buildings where active utilities and currently used roads are readily accessible. If contiguous to a building, installations will be limited to no more than 60kW for photovoltaic and appropriately sized to building load for solar thermal.

Sub-Program B: Small-scale Wind Grants(\$2,000,000)

SEP funds will be used to provide grants for installation of small wind turbines and related equipment. Turbine capacity will be limited to no greater than 35 kW, which is the net-metering limit under Minnesota law. While NETL has suggested a 20 kW capacity limit for wind turbine installations, our experience with small-scale wind development in Minnesota leads us to conclude that typical installations within either a 20 kW limit or 35 kW limit have the same environmental characteristics: tower heights, rotor swept areas, blade tip speeds, visual impact and foundation and trenching depths are substantially the same. Installation siting will be prohibited where it would adversely affect an environmentally-sensitive resource.

Sub-Program C: Large Solar and Wind Grants

SEP funds will be used to provide grants for wind and solar installations exceeding size limits applicable to Sub-Programs A and B.

Program Area #2: Ground-Source Heat Pump Grants*Sub-Program A: Small-scale Ground-Source Heat Pump Grants (\$2,000,000)*

SEP funds will be used to provide grants for installation of small ground-source heat pump systems. Installations will be limited to closed-loop horizontal or vertical systems with 5.5 ton maximum capacity. Installation siting will be prohibited where it would adversely affect an environmentally-sensitive resource.

Sub-Program B: Large-scale Ground-Source Heat Pump Grants

SEP funds will be used to provide grants for installation of ground-source heat pump systems greater than 5.5

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**U.S. Department of Energy
STATE ENERGY PROGRAM (SEP)
NARRATIVE INFORMATION WORKSHEET**

OMB: Control No. 1910-5126
Expiration Date: 06/30/08

(Grant Number: EE00164)

Market Title: School / Local Government Renewable Energy

tons capacity. Installation siting will be prohibited where it would adversely affect an environmentally-sensitive resource.

Program Area #3: Combined Heat and Power and District Energy Grants
SEP funds will be used to provide grants for installation or expansion of combined heat and power and district energy installations.

7. Program Year Milestones* :

| Milestone | | Planned (Number) |
|-----------|--|------------------|
| 1 | Program Development | 1 |
| 2 | Issue a Request for Proposals (for grant applications) | 1 |
| 3 | Review applications and make awards | 60 |
| 4 | Implement and monitor grantees | 12 |

8. Standard metrics (required)**

| JOB METRICS | Planned |
|--|---------|
| Job Creation | |
| Jobs created through Recovery Act funds | |
| Jobs created | 188 |

9. Specific metric activity (required)**

| SPECIFIC METRICS | Planned |
|--------------------------------|---------|
| Loans and Grants | |
| Grants given | |
| Number of grants | 60 |
| Total monetary value of grants | 0 |

10. User specified metrics (optional)*

| METRICS | Planned |
|---------|---------|
| | |

11. Program Year Funds by Source*

| | |
|--|-----------------------|
| a. SEP Grant (all funds in the approved budget) | |
| DOE | \$8,664,401.00 |
| Market Budget Total | \$8,664,401.00 |
| b. Leveraged funds anticipated (outside approved budget) | |
| | |

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(08/05)

**U.S. Department of Energy
STATE ENERGY PROGRAM (SEP)
NARRATIVE INFORMATION WORKSHEET**

OMB: Control No. 1910-5126
Expiration Date: 06/30/08

(Grant Number: EE00164)

Market Title: SEP Administration

1. Market (choose one):

| | |
|--|--|
| <input type="checkbox"/> Buildings | <input type="checkbox"/> Industry |
| <input type="checkbox"/> Electric Power and Renewable Energy | <input checked="" type="checkbox"/> Policy, Planning and Energy Security |
| <input type="checkbox"/> Energy Education | <input type="checkbox"/> Transportation |

2. State: MN

3. Program Year: 2009

Date Start: 07/01/2009 Date End: 06/03/2010

4. Topics Involved in the Overall Program Market (choose all that apply):

| | | |
|--|---|--|
| <input type="checkbox"/> Agriculture | <input type="checkbox"/> Federal Energy Management Program | <input type="checkbox"/> Procurement of efficient products ** |
| <input type="checkbox"/> Alternative Fuels | <input type="checkbox"/> Federal, state and local facilities | <input checked="" type="checkbox"/> Public information |
| <input type="checkbox"/> Appliance efficiency and standards | <input type="checkbox"/> Financing energy programs | <input type="checkbox"/> Rating and labeling |
| <input type="checkbox"/> Bioenergy and biobased products | <input type="checkbox"/> Fuel cells | <input type="checkbox"/> Rebuild America |
| <input type="checkbox"/> Biomass Power | <input type="checkbox"/> General energy efficiency for industry | <input type="checkbox"/> Residential buildings |
| <input type="checkbox"/> Building America | <input type="checkbox"/> Geothermal | <input type="checkbox"/> Right turn on red ** |
| <input type="checkbox"/> Carpools, vanpools, and ridesharing ** | <input type="checkbox"/> Green power programs | <input type="checkbox"/> Schools |
| <input type="checkbox"/> Clean Cities | <input type="checkbox"/> Heavy vehicles and trucks | <input type="checkbox"/> Solar power |
| <input type="checkbox"/> Climate change planning | <input type="checkbox"/> Home energy ratings | <input checked="" type="checkbox"/> State energy strategic plans |
| <input type="checkbox"/> Combined heat and power | <input type="checkbox"/> Hydrogen | <input type="checkbox"/> Telecommuting |
| <input type="checkbox"/> Commercial buildings | <input type="checkbox"/> Hydropower | <input type="checkbox"/> Thermal ** |
| <input type="checkbox"/> Curriculum development | <input type="checkbox"/> Industrial processing | <input type="checkbox"/> Traffic signals |
| <input type="checkbox"/> Demand reduction | <input type="checkbox"/> Industries of the future | <input type="checkbox"/> Transmission and infrastructure reliability |
| <input type="checkbox"/> Distributed energy generation | <input type="checkbox"/> Lighting ** | <input type="checkbox"/> Transportation alternatives |
| <input type="checkbox"/> Energy and environment | <input type="checkbox"/> Low-income Weatherization | <input type="checkbox"/> Waste management and recycling |
| <input type="checkbox"/> Energy building codes | <input type="checkbox"/> Manufacturing | <input type="checkbox"/> Water systems |
| <input type="checkbox"/> Energy consumption and price statistics | <input type="checkbox"/> Motors and other industrial systems | <input type="checkbox"/> Wind energy |
| <input checked="" type="checkbox"/> Energy emergency planning | <input type="checkbox"/> Performance contracting | |
| <input type="checkbox"/> ENERGY STAR | <input type="checkbox"/> Policy and energy legislation | |

5. Estimated Annual Energy Savings : 0.00 MBtus

6. Description (executive summary of goals and objectives)* :

Overall administration of SEO financial activities, including budgeting; grant, financial and contract management; and reporting for all federal and nonfederal grants to SEO (excluding WAP and LIHEAP). The SEO currently manages 15+ active grants from public and private grantors, plus finance programs for energy-efficiency and renewable energy production incentives. Total annual financial oversight responsibility exceeds \$25 million.

7. Program Year Milestones* :

| | Milestone | Planned (Number) |
|---|---|------------------|
| 1 | General SEO Administration | 12 |
| 2 | Selection/Oversight of evaluations of selected programs | 4 |
| 3 | SEO Directors Meeting | 4 |

8. Standard metrics (required)**

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**U.S. Department of Energy
STATE ENERGY PROGRAM (SEP)
NARRATIVE INFORMATION WORKSHEET
(Grant Number: EE00164)**

OMB: Control No. 1910-5126
Expiration Date: 06/30/08

Market Title: SEP Administration

| JOB METRICS | Planned |
|--|---------|
| Job Creation | |
| Jobs created through Recovery Act funds | |
| Jobs created | 2 |

9. Specific metric activity (required)**

| SPECIFIC METRICS | Planned |
|--|---------|
| Special exception: No metrics for this activity | |
| No metrics for this activity | |
| Exempt from metric reporting | No |

10. User specified metrics (optional)*

| METRICS | Planned |
|---------|---------|
| | |

11. Program Year Funds by Source*

| | |
|--|---------------------|
| a. SEP Grant (all funds in the approved budget) | |
| DOE | \$765,124.00 |
| Market Budget Total | \$765,124.00 |
| b. Leveraged funds anticipated (outside approved budget) | |
| | |

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(08/05)

**U.S. Department of Energy
STATE ENERGY PROGRAM (SEP)
NARRATIVE INFORMATION WORKSHEET**

OMB: Control No. 1910-5126
Expiration Date: 06/30/08

(Grant Number: EE00164)

Market Title: Training and Data

1. Market (choose one):

| | |
|--|---|
| <input type="checkbox"/> Buildings | <input type="checkbox"/> Industry |
| <input type="checkbox"/> Electric Power and Renewable Energy | <input type="checkbox"/> Policy, Planning and Energy Security |
| <input checked="" type="checkbox"/> Energy Education | <input type="checkbox"/> Transportation |

2. State: MN

3. Program Year: 2009

Date Start: 07/01/2009 Date End: 06/30/2010

4. Topics Involved in the Overall Program Market (choose all that apply):

| | | |
|---|---|--|
| <input type="checkbox"/> Agriculture | <input type="checkbox"/> Federal Energy Management Program | <input type="checkbox"/> Procurement of efficient products ** |
| <input type="checkbox"/> Alternative Fuels | <input type="checkbox"/> Federal, state and local facilities | <input type="checkbox"/> Public information |
| <input type="checkbox"/> Appliance efficiency and standards | <input type="checkbox"/> Financing energy programs | <input type="checkbox"/> Rating and labeling |
| <input type="checkbox"/> Bioenergy and biobased products | <input type="checkbox"/> Fuel cells | <input type="checkbox"/> Rebuild America |
| <input type="checkbox"/> Biomass Power | <input type="checkbox"/> General energy efficiency for industry | <input type="checkbox"/> Residential buildings |
| <input type="checkbox"/> Building America | <input type="checkbox"/> Geothermal | <input type="checkbox"/> Right turn on red ** |
| <input type="checkbox"/> Carpools, vanpools, and ridesharing ** | <input type="checkbox"/> Green power programs | <input type="checkbox"/> Schools |
| <input type="checkbox"/> Clean Cities | <input type="checkbox"/> Heavy vehicles and trucks | <input type="checkbox"/> Solar power |
| <input type="checkbox"/> Climate change planning | <input type="checkbox"/> Home energy ratings | <input type="checkbox"/> State energy strategic plans |
| <input type="checkbox"/> Combined heat and power | <input type="checkbox"/> Hydrogen | <input type="checkbox"/> Telecommuting |
| <input type="checkbox"/> Commercial buildings | <input type="checkbox"/> Hydropower | <input type="checkbox"/> Thermal ** |
| <input checked="" type="checkbox"/> Curriculum development | <input type="checkbox"/> Industrial processing | <input type="checkbox"/> Traffic signals |
| <input type="checkbox"/> Demand reduction | <input type="checkbox"/> Industries of the future | <input type="checkbox"/> Transmission and infrastructure reliability |
| <input type="checkbox"/> Distributed energy generation | <input type="checkbox"/> Lighting ** | <input type="checkbox"/> Transportation alternatives |
| <input type="checkbox"/> Energy and environment | <input type="checkbox"/> Low-income Weatherization | <input type="checkbox"/> Waste management and recycling |
| <input type="checkbox"/> Energy building codes | <input type="checkbox"/> Manufacturing | <input type="checkbox"/> Water systems |
| <input checked="" type="checkbox"/> Energy consumption and price statistics | <input type="checkbox"/> Motors and other industrial systems | <input type="checkbox"/> Wind energy |
| <input type="checkbox"/> Energy emergency planning | <input type="checkbox"/> Performance contracting | |
| <input type="checkbox"/> ENERGY STAR | <input type="checkbox"/> Policy and energy legislation | |

5. Estimated Annual Energy Savings : 38,890.00 MBtus

6. Description (executive summary of goals and objectives)* :

The State Legislature recognizes the importance of developing its workforce for the increased jobs in the energy efficiency and renewable energy industry. To that end, the State Energy Office will allocate ARRA funds for training programs to train energy professionals, including auditors, energy managers, building operators, contractors, architects and engineers, building inspectors. Special attention will be accorded to increasing the enforcement of the state's building energy codes.

The State Legislature also recognizes the importance of having sufficient data available for reporting and tracking purposes. As the State increases its requirements for energy savings and greenhouse gas emissions reductions, there is an increased need for data systems that will adequately track those savings and reductions.

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**U.S. Department of Energy
STATE ENERGY PROGRAM (SEP)
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OMB: Control No. 1910-5126
Expiration Date: 06/30/08

(Grant Number: EE00164)

Market Title: Training and Data

7. Program Year Milestones* :

| Milestone | | Planned (Number) |
|-----------|--|---------------------|
| 1 | RFPs written for curriculum development | 2 |
| 2 | RFPs written for training | 2 |
| 3 | RFP for software development for tracking energy savings | 1 |
| 4 | Contracts written for RFPs | 2 |
| 5 | Trainings held | 3 |

8. Standard metrics (required)**

| JOB METRICS | Planned |
|--|---------|
| Job Creation | |
| Jobs created through Recovery Act funds | |
| Jobs created | 84 |

9. Specific metric activity (required)**

| SPECIFIC METRICS | Planned |
|---|---------|
| Workshops, Training, and Education | |
| Workshops, training, and education sessions, by sector | |
| Number of workshops, training, and education sessions held (Public) | 0 |
| Number of people attending (Public) | 0 |

10. User specified metrics (optional)*

| METRICS | Planned |
|---------|---------|
| | |

11. Program Year Funds by Source*

| | |
|--|-----------------------|
| a. SEP Grant (all funds in the approved budget) | |
| DOE | \$3,888,997.00 |
| Market Budget Total | \$3,888,997.00 |
| b. Leveraged funds anticipated (outside approved budget) | |
| | |

*Please use additional pages if more space is needed.

**Mandatory requirement

State Plan - Master File Worksheet**State: MN Program Year: 2009**

This worksheet should be completed as specified in Section III of the State Energy Program Application Package.

1. Description of State Energy Goals to be achieved (10CFR 420.13.b.2)

The primary goal of Minnesota's energy program is to accelerate market acceptance of high-efficiency and renewable energy technologies and practices. To do so we:

- a. Provide Minnesotans with high quality, impartial information they can use in making choices that affect their energy use.
- b. Provide targeted financial and technical assistance to advance implementation of conservation and renewables.
- c. Educate Minnesota's construction industry and Minnesota consumers about best practices in building efficient, safe and durable homes.

Minnesota works toward these goals in-state with stakeholder and advocacy organizations as well as regionally and nationally through active participation and leadership in the Midwest Energy Efficiency Alliance (MEEA), the National Association of State Energy Officials (NASEO), the National Association of Regulatory Utility Commissioners (NARUC), and the State Energy Advisory Board (StEAB).

2. Selection of State Goals (10CFR 420.13.b.2.ii)

These primary goals, and the strategies chosen to achieve it, have evolved through more than thirty years of experience in advancing energy-efficiency and renewable energy.

3. Measuring Achievements (10CFR 420.13.b.2.iii)

The Department of Commerce (DOC) has initiated projects in many energy program areas. To measure the success of these programs the office annually reviews program goals and establishes performance and outcome measures for project goals. In many cases, success is difficult to measure. Many projects are directed at speeding up the slow process of technology development and commercialization. The true success of these projects is commercialization as measured by market penetration. Indications of success may be years away, especially when costs of new technologies tend to be higher than existing ones. Thus, measures of success in these cases must be determined by intermediate performance measures, or, as they are frequently called in the field of evaluation, "output" measures. Other projects are directed at building awareness, changing behavior or influencing others to implement energy conservation or efficiency projects, where the action or effect of the effort may not occur until many months after the time of influence. Results are difficult to measure because the subject, who has been the target of influence, is not obliged to report their conservation action back to the office so it can be recorded.

Another important aspect of project evaluation and performance measurement is to identify areas where a project could be improved so that it can more effectively and/or efficiently meet its goals. For example, a training workshop directed at informing participants of the steps they should take to run their energy systems in a more efficient manner may include all the necessary information needed for the participants to take action, but its effectiveness may be diminished because of factors such as poor presentation style, inadequate handouts or an improper setting. For these kinds of projects, measures that help improve the delivery process so that it is more effective are as important as the final measurement of success.

Research and evaluation of a project's progress toward meeting its goals can involve very expensive methodologies especially when audits or survey research is needed. Not all projects are worth the effort or expense of elaborate evaluation techniques. To date the DOC has used survey research measures to provide on-going analysis of the success of the outreach of the Energy Information Center.

In 2002 the DOC began using goal statements, with goals and tasks set, for its annual projects in the various program areas. The DOC has worked closely with other state energy offices and NASEO to bring its evaluation strategies in line with each other so that similar data is collected by all states, resulting in a more comprehensive picture of how the states are putting SEP (and non-SEP) dollars to work. Minnesota intends to continue its close work with NASEO on metrics.

State Plan - Master File Worksheet (continued)**State: MN Program Year: 2009****4. State Strategy** (10CFR 420.13.b.2.iv)

Strategies selected focus on areas that can be successfully addressed through state government participation and assistance.

- a. Provide Minnesotans with high quality, impartial information they can use in making choices that effect their energy use.
- b. Provide targeted financial and technical assistance to advance implementation of conservation and renewables.
- c. Educate Minnesota's construction industry and Minnesota consumers about best practices in building and operating efficient, safe and durable homes.

5. 25% or more improvement in the efficiency of use of energy by 2012 (1990 baseline)

In regards to the Energy Policy Act of 2005, Minnesota will do all things necessary to show an improvement of 25 percent or more in the efficiency of use of energy in calendar year 2012 as compared to calendar year 1990.

6. Mandatory Activities (10CFR 420.13.b.4.v and 15)

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The SEP Mandatory Measures Program is designed to ensure that required activities have been completed and monitored. Each current measure is listed with a summation of laws and past activities that establishes compliance with the appropriate federal standard. Each proposed measure is listed with the actions taken or in process to comply with the federal requirement.

I. Transportation Measures (420.15)

The transportation measures defined in this section qualify as eligible program measures under 420.6(b) and have already been implemented.

The programs are operated by the Metro Commuter Services, a service of the Metropolitan Council and the Minnesota Department of Transportation (Office of Transit). They are operated in rural and urban areas of Minnesota. The Department of Commerce maintains a working relationship with these programs and the Center for Transportation Studies at the University of Minnesota. Since passage of the "Emergency Highway Energy Conservation Act" in 1974 the Minnesota Department of Transportation has received Federal Aid Urban (FAU) funds for the promotion and encouragement of carpooling and vanpooling.

The first major expenditures of FAU funds were used to develop a computer matching carpool program for the Twin Cities metropolitan area. The following programs continue in current program year:

A. Rideshare

The regional metropolitan rideshare program is designed to provide potential carpool and vanpool rider matching, transit planning, bike buddy setup and employer outreach and training services. The program also trains and provides services to other local Transportation Management District agencies. The program is funded with federal, state and local funds and offers services such as computer matching, marketing "how to" assistance and data collection.

Metro Transit, a service of the Metropolitan Council, operates regional metropolitan commuter programs. One of the programs provides a computerized database for metro area commuters that helps link riders with car or vanpools. The program also helps bikers find bike buddies. Another regional program allows commuters to register their car or vanpools for a variety of preferential parking locations and other incentives. In our region there are over 3,500 such registered carpools and approximately 85 van pools with over 8,000 commuters. Many of the car/vanpoolers receive preferred or discounted parking in downtown Minneapolis or downtown Saint Paul. Many suburban employers also offer preferred parking in their parking lots. Metro Transit administers several incentive programs such as the Regional Guaranteed Ride Home program for commuters. There are currently almost 18,000 commuters registered in this program. Commuters who are registered in this program qualify by indicating that they use an alternative to driving alone at least 3 days a week. Qualifying modes can be transit, car or van pool, walking, biking etc. Metro Transit along with area transportation management organizations market multi-modal services to employers and commuters and tracks their results in a comprehensive database called "RidePro". The program has a database of 7,088 employers (public, private and non-profit).

Since many businesses organize commuter activities and provide parking privileges independent of Metro Commuter Services, the number of actual car/vanpools is much greater. Promoting commuter choices continues to have impact on large employment locations such as Regions Hospital, State of Minnesota, Best Buy, and Northwest Airlines. Model projects such as Lafayette Park (multi-tenant state agencies led by the Pollution Control Agency (PCA)) and Best Buy continue to implement travel demand management plans that reduce petroleum consumption and pollution.

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Besides preferential parking, high occupancy vehicle (HOV) lanes are part of Highway I-394 and Highway I-35W. Shoulder by-pass lanes have been provided to encourage more transit use and many ramp meters have by-pass lanes for car/vanpools, and buses.

B. Right Turn on Red (420.15)

In 1965 the Minnesota Legislature amended the state statutes to permit drivers to make a right turn on a red light (RTOR) after stopping (169.06, Subdivision 5). Initially, this provision was only for intersections where permissive signaling had been posted. Favorable experience with the traffic law led from the "permissive sign" RTOR to a "basic law" RTOR, which became effective on July 1, 1972. Today, signs prohibiting this are located only where geometries are unfavorable, sight distance is limited, or a pedestrian situation exists. Currently, 169.06 also permits the driver of a vehicle on a one-way street that intersects with another one-way street on which traffic moves to the left, to make a left turn after stopping.

II. Procurement Measures (420.15)

The objective of the procurement guidelines, as outlined in state statute, are to promote the purchase of less energy intensive equipment, materials and supplies by state and local government.

There are two sub-programs in the Procurement Program:

1. Procurement Bid Package Development
2. Procurement of Recycled and Recyclable Commodities

These requirements satisfy 420.15 of the State Energy Plan guidelines.

Existing state statutes give the Commissioner of Administration authority to establish specifications and preferred brand list and to waive normal procurement rules in special cases. Minnesota Statute 16B.04 notes that:

The Commissioner (of Administration) may adopt, amend, and rescind rules relating to any purpose, responsibility, or authorization in chapter 16B.

Among the powers and duties noted under this statute, the Commissioner is authorized to:

- (1) Supervise, control, review, and approve all state contracts and purchasing;
- (5) Manage and control state property, real and personal;
- (6) Maintain and operate all state buildings including the state capitol building and grounds;
- (7) Supervise, control, review and approve all capital improvements to state buildings and the capitol building and grounds ...

The Commissioner of Administration is also charged with the responsibility for management of state property, and Minnesota Statutes Section 16B.24 Subdivision 7 states: "The Commissioner shall inspect all state power, heating and lighting plants, make rules governing their operation and recommend improvements in the plants which will promote their economical and efficient operations."

Alternative energy sources mandates are addressed in Minnesota Statutes Section 16B.32, and note, "Plans prepared by the Commissioner for a new building or for a renovation of 50 percent or more of an existing building or its energy systems must include designs which use active and passive solar energy systems, earth sheltered construction, and other alternative energy sources where feasible."

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Minnesota Statute 16B.325, passed in 2001, addresses the use of sustainable building guidelines. After 2004, all buildings that receive state bond funds must use the sustainable building guidelines. The primary objective of these guidelines are to ensure that all new state buildings initially exceed the existing energy code by 30%. Employing life cycle cost methods and utilizing methods that reduce waste and material costs as well as increasing daylighting, improving indoor air quality and human productivity, and increasing the use of renewable energy sources are also goals of the legislation.

In addition, existing statutes establish the authority of the Commissioner of Commerce to set specific regulations and to require minimum efficiency standards for equipment purchased by state and local government. Minnesota Statutes Section 216C. 19, gives the Commissioner particular authority with reference to the state's purchase and use of supplies and equipment. This legislation was passed in May 1978:

The Commissioner shall conduct studies concerning the purchase and use by the state and its political subdivisions of supplies, motor vehicles, and equipment having a significant impact on energy use in order to determine the potential for energy conservation. The Commissioner may promulgate rules pursuant to Chapter 14 to insure that energy use and conservation be considered in state purchasing and where appropriate, to require certain state purchasing of equipment or material use shall occur that is not in conformity with these regulations.

These existing statutes provide the basic authority to establish specifications and preferred brand lists and to waive normal procurement rules in special cases. In addition, the statutes establish the authority of the Commissioner of Commerce to set specific regulations and to require minimum efficiency standards in purchased equipment.

Minnesota Statute 115A.15 provides further responsibilities for procurement of energy efficient commodities. This statute creates, within state government, a resource recovery program to promote, among other things, "the procurement of recyclable commodities and commodities containing recycled materials." The Department of Administration Materials Management Division has adopted a number of purchasing policies that directly affect the consumption of energy by state government.

The State has promoted the conservation of energy and use of renewable energy in state government by:

- o Setting a goal of 50% petroleum reduction in state fleet use by 2015 through the use of alternative fuels, higher efficiency vehicles, and reduced trips through an Executive Order and subsequent legislation;
- o Coordinating pollution prevention activities via the Interagency Pollution Prevention Advisory Taskforce formed and continued via Executive Orders by the previous three Governors;
- o Requiring that buildings utilizing public bonding funding be constructed to a standard 30% better than the minimum energy code and use renewable energy resources where possible;
- o Requiring state owned buildings to reduce their energy use by 10% over the next calendar year (CY 2006);
- o Requiring state owned vehicles to use E85 when available.

III. *Thermal and Lighting Requirements (420.15)*

This activity is designed to fulfill the requirements of the State Energy Plan guidelines, Section 420.15.

Minnesota has had an energy code since January 30, 1976. The Minnesota Energy Code governs heat loss, illumination, and climate control for all buildings. The energy code is a subset of the state building code, which applies statewide.

Rulemaking authority for the energy code is held by the Department of Labor and Industry, Building Codes and

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Standards Division. Rulemaking for the energy code is done in consultation with the Department of Commerce.

In the past Minnesota Statutes permitted counties, through referendum, to opt out from requirements to enforce the code. Municipalities within "opt out" counties are in some cases obliged to continue code enforcement and may elect to provide code enforcement. The state building code, including the energy code, is obliged, statewide in all residential construction though there may not be any active or direct enforcement. Minnesota's building and energy codes serve more than 85 percent of Minnesota's population at this time. The Minnesota Legislature is currently considering legislation which will make building codes applicable statewide with enforcement by local municipalities (Minnesota House of Representatives File HF 3574); the bill is expected to pass.

Minnesota's energy code for 1 & 2 family dwellings far exceeds the requirements of the Model Energy Codes and the 2000 International Energy Code, with nearly all gas heated homes installing 90% and higher AFUE furnaces.

Minnesota's code will address the critical issue of mechanical ventilation in these homes. An update to Minnesota's residential energy code (moving to IECC 2006) is expected by fall of 2008.

Minnesota's energy code requirements for commercial buildings are based upon the ASHRAE Standard 90.1-2004. Minnesota's commercial energy code will also be updated in autumn 2008.

IV. Coordination of Programs (420.15)

The DOC is required by law to coordinate Minnesota's energy conservation programs. Minnesota Statutes, Section 216C.02, Subdivision l(B), requires that the commissioner ... collect information on conservation and other energy related programs carried on by other agencies, by public utilities, by cooperative electric associations, by municipal power agencies, by other fuel suppliers, by political subdivisions, and by private organizations ... The commissioner shall make the information available to other agencies and to the public and, as necessary, shall recommend to the legislature changes in the laws governing conservation and other energy related programs to ensure that:

- (1) Expenditures on the programs are adequate to meet identified needs;
- (2) The needs of low-income energy users are being adequately addressed;
- (3) Duplication of effort is avoided or eliminated;
- (4) A program that is ineffective is improved or eliminated; and
- (5) Voluntary efforts are encouraged through incentives for their operators.

V. Monitoring of Mandatory Measures

Each of the measures will be monitored by staff in the course of state funded activities not included in the SEP Plan. Building and lighting code revisions will be reviewed in light of federal requirements to insure that minimum standards are maintained. Transportation activities will be monitored and verified and procurement practices will be monitored to insure compliance with state statutes.

7. Environmental Impact (10CFR 420.13.b.5)

By reducing energy consumption, planned activities will reduce emissions of atmospheric pollutants and greenhouse gases.

8. Supplementing Weatherization (10CFR 420.13.b.6)

In 2001 the Department of Commerce State Energy Office received responsibility for the USDOE Weatherization Assistance Program. While the SEO does not use SEP monies to supplement actual weatherization activities, per se, the SEO has become more active in extending its Energy Information Center outreach to additional weatherization activities. Also more attention has been given to distributing more of the appropriate Home Energy Guides to weatherization agencies for use in client education.

State Plan - Master File Worksheet (continued)**State: MN Program Year: 2009****9. Supplementing State/Local Funds (10CFR 420.13.b.7)**

It is the State's policy to review each program measure during plan development to ensure that SEP funds supplement existing federal, state and local programs or address needs that would otherwise not be funded.

10. Compliance with Laws and Regulations (10CFR 420.13.b.8)

In fulfillment of SEP activities, the State will comply with all applicable statutes and regulations in effect during the period of grant funding.

11. Energy Emergency Plan (10CFR 420.13.b.9)

Major emergency matters and planning are addressed by the Minnesota Department of Public Safety. The Department of Commerce has a designated liaison to work with the Minnesota Department of Public Safety's Emergency Management Division in response to natural disasters and potential terrorist threats. The Emergency Management Division meets with representatives from other state agencies and industry on a regular basis on emergency planning issues.

Emergency plans for energy supply disruptions are incorporated in Minnesota Rules, Chapters 7615 and 7620. The plans detail implementation strategies for supply set-aside and allocation in the event of disruptions in petroleum supply. In PY 2006 the Department was awarded money through the MN Department of Homeland Security and Emergency Management (HSEM) to develop a comprehensive Energy Emergency Assurance Plan with NASEO. The plan is finished and on file.

The DOC is actively involved in promoting energy efficiency and renewable energy in Minnesota. Since the early 1980s, utilities in Minnesota have been required to spend a certain percentage of their gross operating revenues on energy conservation programs. In 2007 Minnesota passed legislation which requires utilities to achieve a savings goal, rather than a spending goal. That goal is to save energy, on an annual basis, equal to 1.5% of their gross annual retail sales. As such, there is a solid energy conservation infrastructure in Minnesota including programs for energy audits, rebates, building and system design assistance and research on new technologies. Minnesota has one of the few energy information centers in the country and would utilize this resource to help disseminate information on energy conservation and renewables in the time of an energy emergency.

12. Monitoring Approach (Annual SEP Guidance)

All subgrantees will submit project based progress reports to the department. In addition, department staff will monitor progress and compliance through informal communication with subgrantees.

For ongoing activities implemented outside the department, the grantee will be subject to an annual review by department SEP administrative staff.

Review will cover:

- Progress in achieving programmatic goals
- Barriers, if any, to achieving goals
- Procedures for managing and accounting of grant funds
- Examination of a representative sample of documentation for costs charged to grant