



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Joint Fiscal Committee members
From: Daniel Dickerson, Fiscal Analyst
Date: May 8, 2015
Subject: Grant Request #2757, #2758

Enclosed please find two (2) items that the Joint Fiscal Office has received from the administration. One (1) limited-service position is associated with these requests.

JFO #2757 – One (1) limited-service position within the Agency of Education. The position would be titled Pre-K Monitoring Coordinator and paid for from funding related to the Vermont Race to the Top- Early Learning Challenge grant (JFO #2668). The duties of the position would be to recruit and facilitate a PreK Monitoring Working Group, and help to design, manage and implement the PreK Monitoring System in Vermont.

[JFO received 4/27/15]

JFO #2758 - \$380,000 grant from the U.S. Department of Energy to the Vermont Department of Public Service. These funds will be used as part of REVEAL (Recognizing Efficiency Value through Energy Asset Labeling), a collaborative program between Vermont and New Hampshire to make energy efficiency visible in the Northern New England real estate market by advancing building energy labeling, benchmarking and disclosure in VT and NH.

[JFO received 4/30/15]

Please review the enclosed materials and notify the Joint Fiscal Office (Daniel Dickerson at (802) 828-2472; ddickerson@leg.state.vt.us) if you have questions or would like an item held for legislative review. Unless we hear from you to the contrary by May 22, 2015 we will assume that you agree to consider as final the Governor's acceptance of these requests.

State of Vermont
 Department of Finance & Management
 109 State Street, Pavilion Building
 Montpelier, VT 05620-0401

[phone] 802-828-2376
 [fax] 802-828-2428

RECEIVED
 APR 20 2015
JOINT FISCAL OFFICE

STATE OF VERMONT
FINANCE & MANAGEMENT GRANT REVIEW FORM

Grant Summary:		To increase the visibility of the use of energy efficient materials and installations in the Vermont real estate market.			
Date:		4/22/2015			
Department:		Public Service Department			
Legal Title of Grant:		Recognizing Efficiency Value Through Energy Asset Labeling (REVEAL)			
Federal Catalog #:		81.119			
Grant/Donor Name and Address:		U. S. Department of Energy			
Grant Period:		From: 12/19/2014 To: 12/31/2017			
Grant/Donation		\$380,000			
	SFY 1	SFY 2	SFY 3	Total	Comments
Grant Amount:	\$23,804	\$142,478	\$213,718	\$380,000	
Position Information:		# Positions	Explanation/Comments		
		0			
Additional Comments:					
Has Vantage budget detail been reviewed and reconciled?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	(Analyst Initial)	
Department of Finance & Management		4/22/15		(Initial) D3 4-22-15	
Secretary of Administration		4/28/15		(Initial)	
Sent To Joint Fiscal Office				Date	



Vermont

STATE OF VERMONT REQUEST FOR GRANT (*) ACCEPTANCE (Form AA-1)

1. Agency:				
2. Department:		Public Service Department		
3. Program:		Department of Energy - State Energy Program		
4. Legal Title of Grant:		Recognizing efficiency value through energy asset labeling		
5. Federal Catalog #:		81.119 Award No. DE-EE0006893		
6. Grant/Donor Name and Address: U.S. Department of Energy				
7. Grant Period:		From: 12/19/2014	To: 12/31/2017	
8. Purpose of Grant: Make energy efficiency visible in the northern New England real estate market by advancing building energy labeling, benchmarking, and disclosure in Vermont and New Hampshire through policy, implementation, and stakeholder engagement approaches.				
9. Impact on existing program if grant is not Accepted: Implementation of a Residential Building Energy Label in VT may be delayed or halted.				
Expenditures:				
	SFY 1	SFY 2	SFY 3	Comments
	FY 15	FY 16	FY 17 & 18	
Personal Services	\$5,629	\$33,769	\$50,654	
Operating Expenses	\$253	\$1,521	\$2,281	
Grants	\$22,828	\$136,626	\$204,939	
Total	\$28,710	\$171,916	\$257,874	
Revenues:				
State Funds:	\$	\$	\$	
Cash	\$	\$	\$	
In-Kind	\$	\$	\$	
Federal Funds:	\$23,804	\$142,478	\$213,718	\$380,000 4
(Direct Costs)	\$	\$	\$	
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$	\$	\$	
Other Funds:	\$	\$	\$	
Grant (source Efficiency VT & NH Utilities)	\$4,906	\$29,438	\$44,156	In-kind Personal Services
Total	\$28,710	\$171,916	\$257,874	
Appropriation No:	2240000000	Amount:	\$380,000	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	

STATE OF VERMONT REQUEST FOR GRANT (*) ACCEPTANCE (Form AA-1)

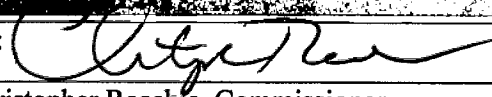
		Total	\$380,000
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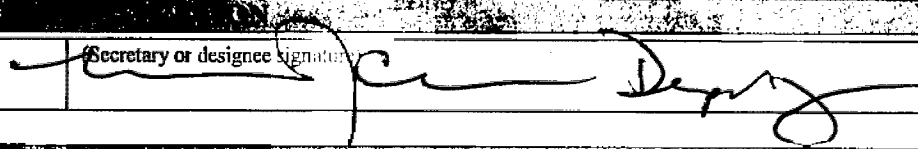
11. Will monies from this grant be used to fund one or more Personal Service Contracts? Yes No
 If "Yes", appointing authority must initial here to indicate intent to follow current competitive bidding process/policy.


Appointing Authority Name: _____ Agreed by: _____ (initial)

12. Limited Service Position Information:	# Positions	Title
Total Positions		

12a. Equipment and space for these positions: Is presently available. Can be obtained with available funds.

I/we certify that no funds beyond basic application preparation and filing costs have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant, unless previous notification was made on Form AA-1PN (if applicable):	Signature: 	Date: 7/21/15
	Title: Christopher Recchia, Commissioner	
	Signature: _____	Date: _____
	Title: _____	

<input checked="" type="checkbox"/>	Approved:	Secretary or designee signature: 	Date: 4/22/15
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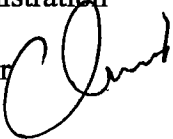
<input checked="" type="checkbox"/>	Check One Box: Accepted	(Governor's signature) 	Date: 4/28/15
<input type="checkbox"/>	Rejected		

- Required GRANT Documentation**
- | | |
|--|---|
| <input type="checkbox"/> Request Memo
<input type="checkbox"/> Dept. project approval (if applicable)
<input checked="" type="checkbox"/> Notice of Award
<input checked="" type="checkbox"/> Grant Agreement
<input checked="" type="checkbox"/> Grant Budget | <input type="checkbox"/> Notice of Donation (if any)
<input checked="" type="checkbox"/> Grant (Project) Timeline (if applicable)
<input type="checkbox"/> Request for Extension (if applicable)
<input type="checkbox"/> Form AA-1PN attached (if applicable) |
|--|---|

(*) The term "grant" refers to any grant, gift, loan, or any sum of money or thing of value to be accepted by any agency, department, commission, board, or other part of state government (see 32 V.S.A. §5).



MEMORANDUM

To: Justin Johnson, Secretary of Administration
From: Christopher Recchia, Commissioner 
Date: April 21, 2015
Subject: AA-1 Request for DOE REVEAL Grant

The Public Service Department (PSD) is requesting approval to accept a competitively-awarded grant of \$379,943 from the U.S. Department of Energy's State Energy Program.

REVEAL (Recognizing Efficiency Value through Energy Asset Labeling) is a collaboration of Vermont and New Hampshire. The project has two overarching objectives:

1. Make energy efficiency visible in the northern New England real estate market by advancing building energy labeling, benchmarking, and disclosure in Vermont and New Hampshire through policy, implementation, and stakeholder engagement approaches.
2. Create a national model for building energy labeling, benchmarking, and disclosure, and disseminate the model to state energy offices, utility leadership and personnel, energy efficiency program administrators, real estate professionals, and others seeking to establish similar programs in other states.

The Statement of Project Objectives attached to the AA-1 has all the specifics about the project. If you have any questions please do not hesitate to contact me or the Project Manager, Kelly Launder at: kelly.launder@state.vt.us or 828-4039.

DE-EE0006893

VT Department of Public Service

**REVEAL (Recognizing Efficiency Value Through Energy Asset Labeling):
A Multi-State Approach to Building Energy Labeling and Benchmarking****A. PROJECT OBJECTIVES**

REVEAL (Recognizing Efficiency Value Through Energy Asset Labeling) is a collaboration of Vermont and New Hampshire. The project has two overarching objectives:

1. **Make energy efficiency visible in the northern New England real estate market** by advancing building energy labeling, benchmarking, and disclosure in Vermont and New Hampshire through policy, implementation, and stakeholder engagement approaches.
2. **Create a national model for building energy labeling, benchmarking, and disclosure**, and disseminate the model to state energy offices, utility leadership and personnel, energy efficiency program administrators, real estate professionals, and others seeking to establish similar programs in other states.

B. TECHNICAL SCOPE SUMMARY

The strategy for achieving the first objective, making efficiency visible through building energy labeling, benchmarking, and disclosure in Vermont and New Hampshire, is to:

- Pilot and ultimately fully implement Vermont's statewide home energy labeling program;
- Leverage Vermont's experience to share key knowledge and recommend a home energy labeling approach for New Hampshire;
- Evaluate voluntary approaches and determine whether disclosure of energy performance should become mandatory in Vermont for any market segments or building types;
- Engage the real estate industry in Vermont and New Hampshire through continuing education on energy efficient homes, and by improving access to information on home energy performance in the Northern New England Multiple Listing Service (MLS) of properties for sale;
- Assess and solve policy and regulatory barriers in Vermont that prevent property owners from accessing tenant utility data for benchmarking purposes;
- Streamline the benchmarking process in New Hampshire by working to automate the utilities' connection to ENERGY STAR Portfolio Manager; and
- Implement a municipal benchmarking pilot in New Hampshire to test approaches to expand access to benchmarking.

The strategy for achieving the second objective of supporting other states, utilities, efficiency programs, and organizations that are interested in establishing similar programs is to:

- Capture the lessons learned from the Project Team’s experience in researching and implementing labeling, benchmarking, and disclosure approaches in Vermont and New Hampshire;
- Collaborate with DOE to create an Implementation Model (IM) to describe solutions to the barriers associated with benchmarking and labeling in Vermont and New Hampshire, for inclusion in DOE’s Better Buildings Solution Center;
- Create a building energy labeling and benchmarking toolkit with relevant policies, programmatic approaches, and engagement strategies for state-level decision makers, regulators, and utility programs interested in setting up voluntary or mandatory programs; and
- Speed the adoption of programs and policies in other jurisdictions through webinars, conference presentations, and ad-hoc coordination with interested stakeholders regionally and nationally.

C. TASKS TO BE PERFORMED

Task 1.0: Advance Home Energy Labeling in Vermont and New Hampshire (Month 1 – Month 36)

Task Summary: The Project Team will implement and coordinate Vermont’s statewide home energy labeling program, and leverage Vermont’s experience to develop a statewide home energy labeling approach in New Hampshire. The results of Vermont’s voluntary approach will be reviewed and a recommendation will be made to the Vermont Legislature on whether it should become mandatory in Vermont.

SUBTASK 1.1. Implement Vermont Home Energy Labeling Program (Month 1 – Month 36)

Subtask Summary: The Project Team will create and deliver a Vermont voluntary home energy labeling pilot for single-family buildings. The Project Team will also coordinate with the statewide Advisory Board overseeing this work. Based on the results of the pilot, the Project Team will work with the Advisory Board to develop and implement a plan to scale up delivery through the state’s residential retrofit programs, the Efficiency Vermont Home Performance with ENERGY STAR, Vermont Gas Retrofit Program, and the Weatherization Assistance Program, and integrate delivery with the software used in these programs.

Milestone 1.1.1 Pilot Vermont home energy label with subset of assessors (Q4)

Milestone 1.1.2 Coordinate Vermont statewide Advisory Board (Q2 – Q12)

Milestone 1.1.3 Develop implementation plan for Vermont voluntary home energy labeling program (Q4)

Milestone 1.1.4 Phase 1 - implementation of Vermont energy labeling program via at least one residential retrofit program (Q8)

Milestone 1.1.5 Phase 2 – statewide implementation of Vermont home energy labeling program (Q12)

SUBTASK 1.2. Design New Hampshire Home Energy Labeling Program (Month 1 – Month 18)

Subtask Summary: The Project Team will review Vermont research on home energy labeling as well as alternative options and determine through a stakeholder process an approach acceptable to relevant market actors for voluntary, pilot implementation in New Hampshire.

Milestone 1.2.1 Complete research and facilitate discussions for New Hampshire home energy labeling approach (Q4)

Milestone 1.2.2 Finalize program design and timeline for subsequent pilot testing (Q6)

SUBTASK 1.3. VT Voluntary Labeling Evaluation Study (Month 13 – Month 24)

Subtask Summary: The impact of voluntary approaches will be measured and, as called for by the Vermont Legislature, a recommendation will be made on whether disclosure should become mandatory across some or all sectors in Vermont.

Milestone 1.3.1 Complete RFP process to obtain contractor for study (Q5)

Milestone 1.3.2 Complete report with recommendations (Q8)

Task 2.0: Real Estate Industry Engagement on Home Energy Performance (Month 4 – Month 30)

Task Summary: This task engages real estate industry professionals in both Vermont and New Hampshire regarding home energy performance, and develops a plan to make energy information available in in the Northern New England Real Estate Network (NNEREN) MLS.

SUBTASK 2.1: Schedule Real Estate Courses (Month 4 – Month 12)

Subtask Summary: The Project Team will review the National Association of Realtors Green Designation and the Appraisal Institute’s *Valuation of Sustainable Buildings Professional Development Program*. Using industry input, the Project Team will revise Vermont- and New Hampshire-specific training presentations on green practices, energy efficiency, and building labels and coordinate with the Vermont and New Hampshire Realtors to schedule continuing education (CE) courses as needed to develop a cadre of trained real estate sales professionals and appraisers.

Milestone 2.1.1 Review existing real estate sales professional and appraiser training curricula and incorporate regional content (Q3)

Milestone 2.1.2 Develop a schedule for real estate sales professional and appraiser courses in Vermont and New Hampshire (Q4)

SUBTASK 2.2: Greening the Real Estate Industry Symposium (Month 1 – Month 11)

Subtask Summary: The Project Team will organize and host a “Greening the Real Estate Industry” symposium for real estate sales professionals, appraisers, and mortgage lenders, with national speakers, networking opportunities, and CE courses. The Team will create an agenda, schedule, and promotional materials, and launch a full 2-state (VT/NH) promotion.

Milestone 2.2.1 Create a symposium plan and agenda (Q1)

Milestone 2.2.2 Hold symposium (Q4)

SUBTASK 2.3: Develop and Implement Plan to Make Energy Performance Information Available in NNEREN MLS (Month 4 – Month 30)

Subtask Summary: The Project Team will review the Green MLS Implementation Guide and work with NNEREN to update green fields and features in the MLS serving VT and NH. The Project Team will also coordinate with related efforts to develop a regional Home Energy Labeling Information Exchange (HELIX), as well as national activities related to DOE's SEED Platform and national energy data standards (HPXML, BEDES, and Real Estate Transaction Standard [RETS]) to determine the best method to store home energy labeling data generated in VT and NH, and ultimately transfer the data into the NNEREN MLS.

Milestone 2.3.1 Develop plan for making energy performance information available in NNEREN MLS (Q6)

Milestone 2.3.2 Support implementation of plan with NNEREN where feasible (Q10)

SUBTASK 2.4: Create Consumer Outreach Campaign for Green Homes (Month 12 – Month 36)

Subtask Summary: The Project Team will create an outreach campaign promoting green homes and green-certified Realtors and appraisers to home sellers and purchasers in VT and NH.

Milestone 2.4.1 Develop plan to promote green-certified VT/NH real estate industry professionals to home sellers and purchasers (Q7)

Milestone 2.4.2 Draft and finalize marketing materials and implement campaign (Q11)

Task 3.0: Expand Data Access and Speed Adoption of Benchmarking in Municipal & Commercial Buildings (Month 4 – Month 24)

Task Summary: In both states and nationwide, there are still significant barriers to wide-scale adoption of benchmarking, especially data access for buildings with leased space and the lack of automated utility data transfers into ENERGY STAR Portfolio Manager. This task will identify needed regulatory changes, coordinate with NH and VT utilities where feasible to automate Portfolio Manager connections, and pilot a voluntary benchmarking program for municipal buildings in NH.

SUBTASK 3.1: Initiate and Participate in VT Public Service Board Proceeding to Address Access to Building Energy Data (Month 4 – Month 21)

Subtask Summary: The Project Team will submit a request for the VT Public Service Board to open a proceeding to address access to building energy data and provide guidance on the following issues:

- **Data Aggregation and Storage** – Consider establishing a system for delivery of aggregated energy data (including unregulated fuels) to building owners and their agents, with reasonable opt-out and other allowances to protect tenant privacy.
- **Standard Data Access Format** – Consider whether all Vermont electric and natural gas utilities should offer “Green Button” or similar services to provide data in a standard format in order to facilitate data transfer to building owners and their agents.
- **Automated Data Transfer** – Assess whether utilities should offer ENERGY STAR Portfolio Manager Web Services or other similar services to customers as a means of more easily and accurately accessing utility data for benchmarking.

Milestone 3.1.1 Submit request to the VT Public Service Board to open a proceeding on building energy data access and participate in workshops (Q5)

Milestone 3.1.2 If it is determined that a change is needed, draft policy, statute, or regulatory language (Q7)

SUBTASK 3.2: Coordinate with New Hampshire Utilities to Advance Automation of Data Exchange with ENERGY STAR Portfolio Manager (Month 4– Month 18)

Subtask Summary: Utility data exchange with Portfolio Manager is a critical first step to the wide-scale benchmarking of buildings. The Team will help the New Hampshire electric and gas utilities begin integrating benchmarking into their efficiency programs.

Milestone 3.2.1 Identify barriers to automation (Q4)

Milestone 3.2.2 Create and test automation processes (Q6)

SUBTASK 3.3 New Hampshire Municipal Benchmarking Pilot (Month 6 – Month 30)

Subtask Summary: The Project Team will coordinate with Benchmark NH and NH utilities to recruit municipalities that want technical benchmarking assistance. The Team will implement a benchmarking pilot to identify best practices for collaborating with utilities and minimizing costs of benchmarking municipal buildings.

Milestone 3.3.1 Design benchmarking pilot and recruit municipalities to participate (Q4)

Milestone 3.3.2 Implement pilot (Q8)

Milestone 3.3.3 Evaluate pilot (Q10)

Task 4.0: Develop Implementation Model (Month 1 – Month 36)

Task Summary: The Project Team will work with DOE to create an Implementation Model (IM) to describe solutions to the barriers associated with benchmarking and labeling in Vermont and New Hampshire, for inclusion in DOE’s Better Buildings Solution Center. The IM will include an explanation of the barriers, a step-by-step description of the process for identifying and implementing a solution, the stakeholder engagement approach, the methodology for measuring impacts, and the actual project results. It will also include supporting tools and resources to support others who are interested in replicating the approach.

Milestone 4.1 Work with DOE to identify specific barriers and solutions for the IM (Q7)

- Milestone 4.2** Draft IM and collect resources and tools (Q8)
- Milestone 4.3** Revise IM based on DOE review (Q9)

Task 5.0: Develop and Disseminate Building Energy Labeling and Benchmarking Toolkit

Task Summary: The Project Team will create a building energy labeling and benchmarking toolkit with relevant policies, programmatic approaches, and engagement strategies for state-level decision makers, regulators, and utility programs interested in setting up voluntary or mandatory programs. After developing the toolkit, the Project Team will share it with stakeholders nationwide to speed adoption of building energy labeling and benchmarking in other jurisdictions.

SUBTASK 5.1: Develop Building Energy Labeling and Benchmarking Toolkit (Month 4 – Month 30)

Subtask Summary: The Project Team will develop a toolkit containing research and analysis steps, best practices, stakeholder roles and responsibilities, implementation and governance models, real estate industry engagement strategies, and data / MLS considerations.

- Milestone 5.1.1** Draft toolkit (Q9)
- Milestone 5.1.2** Finalize toolkit based on DOE and team review (Q10)

SUBTASK 5.2: Disseminate Building Energy Labeling Toolkit (Month 5 – Month 36)

Subtask Summary: A key component of the project is to speed the adoption of programs and policies in other jurisdictions. The Project Team will develop and implement a dissemination plan for the toolkit that includes webinars, conference presentations, and ad-hoc coordination with interested stakeholders regionally and nationally.

- Milestone 5.2.1** Present at least two webinars to share resources (Q11)
- Milestone 5.2.2** Give at least four conference presentations (Q12)

Task 6.0: Project Administration and Reporting (Month 1 – Month 36)

Task Summary: The Project Team will host a project kickoff meeting, generate and distribute quarterly reports to DOE, and conduct quarterly and as-needed phone calls with DOE. The Project Team will also oversee all other project administrative tasks.

- Milestone 6.1** Conduct kickoff meeting (Q2)
- Milestone 6.2** Deliver quarterly reports to DOE (Q1 – Q12)
- Milestone 6.3** Conduct quarterly / as-needed calls with DOE (Q1 – Q12)
- Milestone 6.4** Project administration (Q1 – Q12)

David B.,

Vantage will be less than the AA-1 by \$78,500 as a result of match from organizations being granted funds.
The match of \$78,500 will show up on the AA-1 form as Personal Services.

Vantage Admin Adjustment Upload blank

TOTAL

Project code: 40605 Escore

(yr by yr brokend down further below)

Date: 2/23/2015

Department/Agency Public Service Department

Contact person: Stacey Drinkwine

DeptID	Fund	Expense Account	Amount	
224000000	22005	500000	\$ 8,203.56	Salary
224000000	22005	501500	\$ 1,263.38	Health
224000000	22005	502500	\$ 66.88	Dental
224000000	22005	502000	\$ 1,356.28	Retirement
224000000	22005	503000	\$ 32.94	Life
224000000	22005	503500	\$ 19.44	LTD
224000000	22005	504000	\$ 3.29	EAP
224000000	22005	501000	\$ 606.49	\$ 3,348.69 Medicare OASDI
224000000	22005	799090	\$ 4,054.84	overhead Cost Allocation Exp Account
224000000	22005	550500	364,336	

All Federal Fund allocations

Total

379,943 Federal Funds

78500 Not Vision/Appropriated: Match
458,443

In-kind from Efficiency VT and NH utilities

Vantage Admin Adjustment Upload blank

FY15

Date: 2/23/2015

Department/Agency Public Service Department

Contact person: Stacey Drinkwine

DeptID	Fund	Expense Account	Amount	
224000000	22005	500000	\$ 512.72	Salary
224000000	22005	501500	\$ 78.96	Health
224000000	22005	502500	\$ 4.18	Dental
224000000	22005	502000	\$ 84.77	Retirement
224000000	22005	503000	\$ 2.06	Life
224000000	22005	503500	\$ 1.21	LTD
224000000	22005	504000	\$ 0.21	EAP
224000000	22005	501000	\$ 37.91	\$ 209.29 Medicare OASDI
224000000	22005	799090	\$ 253.43	overhead Cost Allocation Exp Account
224000000	22005	550500	22,771	

Total

23,746

self check 17,862

FY16

Date: 2/23/2015

Department/Agency Public Service Department

Contact person: Stacey Drinkwine

DeptID	Fund	Expense Account	Amount	
2240000000	22005	500000	\$ 3,076.33	Salary
2240000000	22005	501500	\$ 473.77	Health
2240000000	22005	502500	\$ 25.08	Dental
2240000000	22005	502000	\$ 508.60	Retirement
2240000000	22005	503000	\$ 12.35	Life
2240000000	22005	503500	\$ 7.29	LTD
2240000000	22005	504000	\$ 1.24	EAP
2240000000	22005	501000	\$ 227.43	\$ 1,256 Medicare OASDI
2240000000	22005	799090	\$ 1,521	overhead Cost Allocation Exp Accoun
2240000000	22005	550500	<u>136,625</u>	
Total			142,478	self check 107,187

FY17 & 18

Date: 2/23/2015

Department/Agency Public Service Department

Contact person: Stacey Drinkwine

DeptID	Fund	Expense Account	Amount	
2240000000	22005	500000	\$ 4,614.50	Salary
2240000000	22005	501500	\$ 710.65	Health
2240000000	22005	502500	\$ 37.62	Dental
2240000000	22005	502000	\$ 762.91	Retirement
2240000000	22005	503000	\$ 18.53	Life
2240000000	22005	503500	\$ 10.93	LTD
2240000000	22005	504000	\$ 1.85	EAP
2240000000	22005	501000	\$ 341.15	\$ 1,884 Medicare OASDI
2240000000	22005	799090	\$ 2,281	overhead Cost Allocation Exp Accoun
2240000000	22005	550500	<u>204,937</u>	
Total			213,716	self check 160,780

379,940