Local Infrastructure Hub:

March 13, 2023

Module 4: Data-Driven Decision Making and Understanding the Voucher Option

Expected learning outcomes for Module 4

Upon successful completion of this module, city teams will be able to:

✓ *Locate available **data sources**, identify **specific metrics** that align with grant application **scoring criteria**, and access data to support application development and **improve the likelihood** of winning competitive funds.*

✓ *Develop a **community profile** by collecting specific data points made available through customized data platforms and **translate them into narratives** that answer specific questions aligned with the grant scoring criteria.*

✓ *Understand the EECBG Voucher Option*

Your hosts today

Justin Edwards
Data Director,
NLC

- Leads data framework development and analysis for NLC's Institute for Youth, Education and Families
- Has developed customised data frameworks for municipal and regional governments including San Jose, CA; Jackson, MS; and Orange County, CA
- Over 15 years experience bridging US philanthropy, ICT for development, social innovation
- Data-driven storytelling, data analysis and human development research

Alexis Washburn
Northeast Regional
Director, Emerald
Cities Collaborative

- Leads economic inclusion and community engagement programming for the ECC Northeast office
- Former energy efficiency program analyst at the Massachusetts Department of Energy Resources
- Brings expertise in program evaluation
- Masters in Urban and Environmental Policy and Planning from Tufts

**Andrea
Goldwater**
Facilitator,
NLC

- Corporate Trainer, Intrepa, Inc.
- IT Consultant, 21st Century Academy
- Assistant Director, Office of Charter Schools, Ball State University
- Director of Operations, K12 Inc.
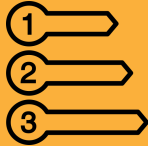- Director of Operations and Americorps Program, PLA

Utilizing Data in Your Application

What is Data-Driven Decision Making?

- Data-driven decision making (DDDM) is defined as using facts, figures, statistics, and information to develop strategic decisions that align with the goals you've set for your programs, projects, and initiatives.
- Steps to take to incorporate data-driven decision making into your process include:
  - Determine your overarching objectives
  - Identify sources of information
  - Collect and prepare the data
  - Explore your data for trends
  - Develop learnings and insights
  - Incorporate your research into your decision-making process

Effectively utilizing data is vital to winning federal funding

Central to Administration Priorities

The Biden administration has explicitly prioritized the use of data in its operations and requests from cities/states, especially as an **enabler of incorporating equity** throughout government programs (e.g., in Justice40).

Improves Grant Competitiveness

Incorporating data describing populations impacted in your community is not only explicitly required in many grant criteria but will also **help develop a persuasive story** about the impact generated by your use of grant funding.

Identifies Community Needs

Data use enables a **rigorous assessment of the needs of underserved populations** and illuminates opportunities for targeted actions that will result in demonstrably improved outcomes for underserved communities.

Community Narrative Workbook

Energy Efficiency Conservation Strategy Template

Using the EECBG Strategy Template

Local governments must submit a proposed **Energy Efficiency and Conservation Strategy (EECS)**. Entities are encouraged to use the EECBG Strategy Template. How will you use the template to inform your Energy Efficiency and Conservation Block Grant (EECBG) funded program?

Benefit

Reduction in energy burden in Disadvantaged Communities

Strategy

Launch **Building Efficiency & Electrification Campaign**

Metric

Track dollars saved [$] in energy expenditures due to technology adoption in Disadvantaged Communities

EECBG Deadlines & Application Requirements

Voucher vs Grant - Which Is Right For You?

Technical Assistance Voucher

- Can be used to access support from experts, across a wide array of high-value opportunities in energy efficiency, renewable energy, transportation, and related areas.
- Eligible activities are grouped into the following areas:
  - Policy, Planning & Program Design
  - Building Retrofits Planning and Design
  - Engineering and Modeling
  - Community and Stakeholder Engagement
  - Program Administration and Implementation Support

Equipment Rebate Voucher

- Vouchers for equipment purchase and installation rebates are available to reimburse entities for the purchase of energy-related equipment used to meet the program goals.
- Eligible equipment includes a wide variety of technologies that are used to lower fossil fuel usage and improve energy efficiency.

Grant

- Initiatives and projects should aim to address one or more of the stated program purposes.
- Eligible entities should also aim to leverage other sources of financing or funding that can yield maximum benefits over time in terms of energy and emissions reductions.
- Program entities are welcome to follow grant blueprints which provide step-by-step roadmaps of high-impact energy projects and programs that are based on proven practices to lead entities to success.

Application Materials Checklist: Grant

- ❏ **UEI number**
  - ❏ *Note: This can take three weeks to process, so it's important to get started early!*
- ❏ **Register on SAM**, FedConnect, and PAGE
- ❏ **Contact information** for Principal Investigator and Business Officer
- ❏ **Teaming partners** (if applicable)
- ❏ **Energy Efficiency and Conservation Strategy**
  - ❏ *Tip: Use the [template](#) provided by DOE*
- ❏ **Program Activity File**
- ❏ **Pre-Award Information Sheet** (*submit by 4/28*)
- ❏ **Standard Forms** 424, 424A
- ❏ **Budget Justification**
- ❏ **Assurance Letter** or Tribal Resolution authorizing the applying entity
- ❏ **Assurance Letter**: Davis Bacon Act
- ❏ **Link to latest single audit**
- ❏ **NEPA Statement of Work** (for expedited reviews)
- ❏ **NEPA Environmental Questionnaire** (if directed to submit)
- ❏ **Indirect Rate Agreement** or Rate Proposal (if applicable)
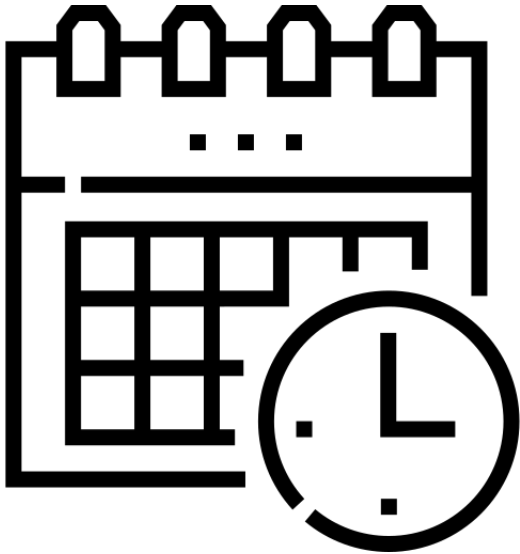- ❏ **Certifications** regarding lobbying

Application Materials Checklist: Voucher

- ❏ **Contact information** for Principal Investigator and Business Officer
- ❏ **Teaming partners** *(if applicable)*
- ❏ Energy Efficiency and Conservation Strategy
    - ❏ *Tip: Use the template provided by DOE*
- ❏ **For TA voucher:** Summary description of the technical assistance request, including a proposed scope of work and budget.
- ❏ **For Rebate:** Summary description of the requested equipment, proposed location and facility type (i.e., municipal building, school, commercial or residential building, or site) and estimated cost
- ❏ **Pre-Award Information Sheet** *(voucher sections only; submit by 4/28)*
- ❏ **Voucher Application**
- ❏ **NEPA environmental questionnaire** (EQ-1), if directed to submit

Estimated Award Processing Timeframe

Award Type	Vouchers	Grants (following blueprints)	Grants (not following blueprints)
Typical award processing timeframe	30-60 days	Up to 60 days	Minimum of 90 days
Additional application requirements or award conditions	Comply with voucher terms and conditions	May be subject to additional review (e.g., indirect cost rates, sub-grants, accounting system and financial controls)	May be subject to additional review and award conditions (e.g., NEPA)
Application method	Submit pre-award sheet by April 28, 2023 and voucher application by January 31, 2024	Submit pre-award sheet by April 28, 2023 and submit grant application in Period 1 or 2 (select one or more blueprints)	Submit pre-award sheet by April 28, 2023 and submit grant application in Period 3 or 4.

Pre-Award Information Sheet

- **All** applicants must submit a pre-award information sheet by **April 28.**
  - You still have until January 31, 2024 to submit your full application.

- You must submit the sheet regardless of if you are pursuing a grant or voucher.

- Information must be provided about the applying entity **and** sub-recipients (if applicable).

- You may access the sheet [here](.).

Tools and Templates

Tools and Templates for Module 4: Data-Driven Decision Making

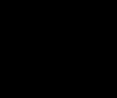The following resources can help **strengthen core components** of your grant application

- https://www.energy.gov/diversity/energy-justice-dashboard-beta

- https://ejscreen.epa.gov/mapper/

- https://screeningtool.geoplatform.gov/en/#3/33.47/-97.5

- https://www.energy.gov/sites/default/files/2023-01/IIJA%2040552%20EECBG%20Program%20EECS%20Template%20for%20Local%20Governments.pdf

- https://gem.anl.gov/

Thank you!

For questions, please contact your navigator, the office hours and/or coaching lead, or email eecbgbootcamp@nlc.org

For general information, please visit www.localinfrastructurehub.org

WITH SUPPORT FROM:

NLC
NATIONAL
LEAGUE
OF CITIES
CITIES STRONG TOGETHER

Delivery
Associates

THE UNITED STATES
CONFERENCE OF MAYORS

RESULTS
FOR AMERICA

Bloomberg
Philanthropies

ballmer
GROUP®

Emerson
Collective

FORD
FOUNDATION

THE
KRESGE
FOUNDATION