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## GRANT SUMMARY SHEET

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**Grant Name:** Historic Courthouse Energy Retrofit to Reduce Energy Consumption and Costs 23-25

**Department:** GENERAL SERVICES

**Grantor:** U.S. DEPARTMENT OF ENERGY

**Pass-Through Grantor  
(If applicable):**

**Total Award this Action:** \$644,440.00

**Cash Match Amount** \$0.00

**Department Contact:** Ava Elsaghir  
862.8957

**Status:** NEW

**Program Description:**

HCH currently houses the city and county courts, the Office of the Mayor, the City Council Chambers, and in addition some of Metro's key departments including Finance and Legal. The building's energy supply is both electricity from Nashville Electric Service and steam and chilled water from Metro's District Energy System (DES). The energy retrofit project includes two energy reduction and cost savings interventions: 1. Replacing the lower efficient incandescent and CFLs lamps to LED lamps which will result in over 15% electricity consumption and 18% in electricity cost. 2. Improve the thermal efficiency of the building and minimize air leakage into the building which would result in at least 5% overall total energy consumption and cost savings.

**Plan for continuation of services upon grant expiration:**

The Department of General Services benchmarks and reports monthly energy consumption so once the EECBG projects are completed, the department will track the on-going results. In addition, the department will maintain the energy upgrades throughout the facilities lifecycle. The Department of General Services' standard is to improve energy efficiency in its building portfolio; therefore, after the projects proposed for the EECBG grant are completed, the department will continue to implement additional energy conservation measures to further reduce consumption and costs.

**Grants Tracking Form**


Part One					
Pre-Application <input type="radio"/>		Application <input type="radio"/>		Award Acceptance <input checked="" type="radio"/>	Contract Amendment <input type="radio"/>
Department	Dept. No.	Contact		Phone	Fax
GENERAL SERVICES	010	Ava Elsaghir			
<b>Grant Name:</b> Historic Courthouse Energy Retrofit to Reduce Energy Consumption and Costs 23-25					
<b>Grantor:</b> U.S. DEPARTMENT OF ENERGY		<b>Other:</b> U.S. Department of Energy			
<b>Grant Period From:</b> 10/01/23		<b>(applications only) Anticipated Application Date:</b> 04/28/23			
<b>Grant Period To:</b> 09/30/25		<b>(applications only) Application Deadline:</b> 07/31/23			
<b>Funding Type:</b>	FED DIRECT	<b>Multi-Department Grant</b> <input type="checkbox"/> <b>If yes, list below.</b>			
<b>Pass-Thru:</b>	METRO GOVERNMENT	<b>Outside Consultant Project:</b> <input type="checkbox"/>			
<b>Award Type:</b>	FORMULA	<b>Total Award:</b> \$644,440.00			
<b>Status:</b>	NEW	<b>Metro Cash Match:</b> \$0.00			
<b>Metro Category:</b>	New Initiative	<b>Metro In-Kind Match:</b> \$0.00			
<b>CFDA #</b>	81.128	<b>Is Council approval required?</b> <input checked="" type="checkbox"/>			
<b>Project Description:</b>		<b>Applic. Submitted Electronically?</b> <input checked="" type="checkbox"/>			
<p>HCH currently houses the city and county courts as well as the Office of the Mayor and the City Council Chambers in addition to some of Metro's key departments including Finance and Legal. HCH is one of Metro's poorest performing facilities with an Energy Utilization Index of 144. In comparison, similar building type should be performing at an EUI of 86.3. The building's energy supply is both electricity from Nashville Electric Service and steam and chilled water from Metro's District Energy System(DES). The energy retrofit project includes two energy reduction and cost savings interventions: 1. Replacing the lower efficient incandescent and CFLs lamps to LED lamps which will result in over 15% electricity consumption and 18% in electricity cost. The annual electricity consumption is 2,542,200kWh (CY2022) and annual cost of \$240,530(CY2022) so the reduction would result in a 450,788kWh annual consumption reduction and \$35,059.81 annual cost savings. 2. Improve the thermal efficiency of the building and minimize air leakage into the building which would result in at least 5% overall total energy consumption and cost savings. The total energy consumption (electricity and DES) is 32,589,449 kBtu (CY2022) and annual cost of \$ 609,451.17 (CY2022) so the reduction would result in a 5.4% annual consumption reduction and 8.8% annual cost savings.</p>					
<b>Plan for continuation of service after expiration of grant/Budgetary Impact:</b>					
The Department of General Services benchmarks and reports monthly energy consumption so once the EECBG projects are completed, the department will track the on-going results. In addition, the department will maintain the energy upgrades throughout the facilities lifecycle. The Department of General Services' standard is to improve energy efficiency in its building portfolio; therefore, after the projects proposed for the EECBG grant are completed, the department will continue to implement additional energy conservation measures to further reduce consumption and costs.					
<b>How is Match Determined?</b>					
<b>Fixed Amount of \$</b>		or	<b>% of Grant</b>		<b>Other:</b> <input checked="" type="checkbox"/>
<b>Explanation for "Other" means of determining match:</b>					
No Match required for this Grant					
<b>For this Metro FY, how much of the required local Metro cash match:</b>					
<b>Is already in department budget?</b>			<b>Fund</b>	<b>Business Unit</b>	
<b>Is not budgeted?</b>			<b>Proposed Source of Match:</b>		
<b>(Indicate Match Amount &amp; Source for Remaining Grant Years in Budget Below)</b>					
<b>Other:</b>					
<b>Number of FTEs the grant will fund:</b>		0.00	<b>Actual number of positions added:</b>		
<b>Departmental Indirect Cost Rate</b>		5.64%	<b>Indirect Cost of Grant to Metro:</b>		\$36,346.42
<b>*Indirect Costs allowed?</b> <input type="radio"/> Yes <input checked="" type="radio"/> No		<b>% Allow.</b>	0.00%	<b>Ind. Cost Requested from Grantor:</b> \$0.00 <b>in budget</b>	
<b>*(If "No", please attach documentation from the grantor that indirect costs are not allowable. See Instructions)</b>					
<b>Draw down allowable?</b> <input type="checkbox"/>					
<b>Metro or Community-based Partners:</b>					

Part Two										
Grant Budget										
Budget Year	Metro Fiscal Year	Federal Grantor	State Grantor	Other Grantor	Local Match Cash	Match Source (Fund, BU)	Local Match In-Kind	Total Grant Each Year	Indirect Cost to Metro	Ind. Cost Neg. from Grantor
Yr 1	FY24	\$644,440.00	\$0.00	\$0.00	\$0.00		\$0.00	\$644,440.00	\$36,346.42	\$0.00
Yr 2	FY__									
Yr 3	FY__									
Yr 4	FY__									
Yr 5	FY__									
<b>Total</b>		<b>\$644,440.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>		<b>\$0.00</b>	<b>\$644,440.00</b>	<b>\$36,346.42</b>	<b>\$0.00</b>
<b>Date Awarded:</b>				09/26/23	<b>Tot. Awarded:</b>		\$644,440.00	<b>Contract#:</b> DE-SE0000144		
<b>(or) Date Denied:</b>					<b>Reason:</b>					
<b>(or) Date Withdrawn:</b>					<b>Reason:</b>					

Contact: [juanita.paulsen@nashville.gov](mailto:juanita.paulsen@nashville.gov)  
[vaughn.wilson@nashville.gov](mailto:vaughn.wilson@nashville.gov)



### ASSISTANCE AGREEMENT

1. Award No. DE-SE0000144		2. Modification No.	3. Effective Date 10/01/2023	4. CFDA No. 81.128	
5. Awarded To NASHVILLE & DAVIDSON COUNTY, METROPOLITAN GO Attn: Vaughn Wilson P.O. BOX 196300 NASHVILLE TN 372196300		6. Sponsoring Office State and Community Energy Programs U.S. Department of Energy 1000 Independence Ave, SW Washington DC 20585		7. Period of Performance 10/01/2023 through 09/30/2025	
8. Type of Agreement <input checked="" type="checkbox"/> Grant <input type="checkbox"/> Cooperative Agreement <input type="checkbox"/> Other	9. Authority IIJA PL 117-58, 2021 110-140 EISA of 2005		10. Purchase Request or Funding Document No. 23SE000080		
11. Remittance Address NASHVILLE & DAVIDSON COUNTY, METROPOLITAN GO Attn: Vaughn Wilson METRO FINANCE DEPARTMENT 700 2ND AVENUE SOUTH, STE 310 NASHVILLE TN 37210		12. Total Amount Govt. Share: \$644,440.00  Cost Share : \$0.00  Total : \$644,440.00		13. Funds Obligated This action: \$644,440.00  Total : \$644,440.00	
14. Principal Investigator	15. Program Manager Arturo Romero Phone: 240-49-6332		16. Administrator Golden Field Office U.S. Department of Energy Golden Field Office 15013 Denver West Parkway Golden CO 80401		
17. Submit Payment Requests To Payment - Direct Payment from U.S. Dept of Treasury		18. Paying Office Payment - Direct Payment from U.S. Dept of Treasury		19. Submit Reports To See Attachment 2	
20. Accounting and Appropriation Data 05461-2022-31-200835-41020-1005917-0000000-0000000-0000000					
21. Research Title and/or Description of Project BIL: EECBG Program - Nashville					
For the Recipient			For the United States of America		
22. Signature of Person Authorized to Sign			25. Signature of Grants/Agreements Officer 		
23. Name and Title		24. Date Signed	26. Name of Officer David R. Welsh		27. Date Signed 09/26/2023

<b>CONTINUATION SHEET</b>	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF
	DE-SE0000144	2	3

NAME OF OFFEROR OR CONTRACTOR  
NASHVILLE & DAVIDSON COUNTY, METROPOLITAN GOVERNMENT OF

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>UEI: LGZLHP6ZHM55</p> <p>The purpose of this action is to obligate EECBG BIL funds and to authorize activities under Section 40552.</p> <p>In addition to this Assistance Agreement, this award consists of the items listed on the Cover Page of the Special Terms and Conditions.</p> <p>The Project Period for this award is 10/01/2023 through 09/30/2025</p> <p>This award is subject to the Financial Assistance regulations contained in 2 CFR 200 as amended by 2 CFR Part 910.</p> <p>Funding for all awards and future budget periods is contingent upon the availability of funds appropriated by Congress for the purpose of this program and the availability of future-year budget authority.</p> <p>DOE Award Administrator: Geryaly Amador Email: geryaly.amador@ee.doe.gov Phone: 240-562-1794</p> <p>DOE Project Officer: Arturo Romero E-mail: arturo.romero@hq.doe.gov Phone: 240-449-6332</p> <p>Recipient Business Officer: Jay Mazon E-mail: Jay.mazon@nashville.gov Phone: 615-882-4374</p> <p>Recipient Principal Investigator: Laurel Creech E-mail: laurel.creech@nashville.gov Phone: 615-862-5037</p> <p>"Electronic signature or signatures as used in this document means a method of signing an electronic message that-- (A) Identifies and authenticates a particular person as the source of the electronic message; (B) Indicates such person's approval of the information contained in the electronic message; and, (C) Submission via FedConnect constitutes electronically signed documents." ASAP: YES Extent Competed: NOT AVAIL FOR COMP Davis-Bacon Act: YES PI: Creech, Laurel Fund: 05461 Appr Year: 2022 Allottee: 31 Report Continued ...</p>				

<b>CONTINUATION SHEET</b>	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF
	DE-SE0000144	3	3

NAME OF OFFEROR OR CONTRACTOR  
NASHVILLE & DAVIDSON COUNTY, METROPOLITAN GOVERNMENT OF

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Entity: 200835 Object Class: 41020 Program: 1005917 Project: 0000000 WFO: 0000000 Local Use: 0000000				

## Special Terms and Conditions

Nashville & Davidson County, Metropolitan Government of (“Recipient”), which is identified in Block 5 of the Assistance Agreement, and the Office of State and Community Energy Programs (“SCEP”), and Energy Efficiency and Conservation Block Grant Program (“EECBG”), an office within the United States Department of Energy (“DOE”), enter into this Award, referenced above, to achieve the project objectives and the technical milestones and deliverables stated in Attachment 1 to this Award.

This Award consists of the following documents, including all terms and conditions therein:

	Assistance Agreement
	Special Terms and Conditions
Attachment 1	Activity File
Attachment 2	Federal Assistance Reporting Checklist and Instructions
Attachment 3	Budget Information SF-424A
Attachment 4	Intellectual Property Provisions
Attachment 5	Energy Efficiency and Conservation Strategy

The following are incorporated into this Award by reference:

- DOE Assistance Regulations, 2 CFR part 200 as amended by 2 CFR part 910 at <http://www.eCFR.gov>.
- National Policy Requirements (November 12, 2020) at <http://www.nsf.gov/awards/managing/rtc.jsp>.
- The Recipient’s application/proposal as approved by SCEP.
- Public Law 117-58, also known as the Bipartisan Infrastructure Law (BIL).



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## Subpart A. General Provisions

### Term 1. Legal Authority and Effect

A DOE financial assistance award is valid only if it is in writing and is signed, either in writing or electronically, by a DOE Contracting Officer.

The Recipient may accept or reject the Award. A request to draw down DOE funds or acknowledgement of award documents by the Recipient's authorized representative through electronic systems used by DOE, specifically FedConnect, constitutes the Recipient's acceptance of the terms and conditions of this Award. Acknowledgement via FedConnect by the Recipient's authorized representative constitutes the Recipient's electronic signature.

### Term 2. Flow Down Requirement

The Recipient agrees to apply the terms and conditions of this Award, as applicable, including the Intellectual Property Provisions, to all subrecipients (and subcontractors, as appropriate), as required by 2 CFR 200.101, and to require their strict compliance therewith. Further, the Recipient must apply the Award terms as required by 2 CFR 200.327 to all subrecipients (and subcontractors, as appropriate), and to require their strict compliance therewith.

### Term 3. Compliance with Federal, State, and Municipal Law

The Recipient is required to comply with applicable Federal, state, and local laws and regulations for all work performed under this Award. The Recipient is required to obtain all necessary Federal, state, and local permits, authorizations, and approvals for all work performed under this Award.

### Term 4. Inconsistency with Federal Law

Any apparent inconsistency between Federal statutes and regulations and the terms and conditions contained in this Award must be referred to the DOE Award Administrator for guidance.

### Term 5. Federal Stewardship

SCEP will exercise normal Federal stewardship in overseeing the project activities performed under this Award. Stewardship activities include, but are not limited to, conducting site visits; reviewing performance and financial reports; providing technical assistance and/or temporary intervention in unusual circumstances to address deficiencies that develop during the project; assuring compliance with terms and conditions; and reviewing technical performance after project completion to ensure that the project objectives have been accomplished.

### Term 6. NEPA Requirements

DOE must comply with the National Environmental Policy Act (NEPA) prior to authorizing the use of Federal funds. Based on all information provided by the Recipient, SCEP has made a NEPA determination by issuing a categorical exclusion (CX) for all activities listed in the Activity

File approved by the Contracting Officer and the DOE NEPA Determination. The Recipient is thereby authorized to use Federal funds for the defined project activities, subject the Recipient's compliance with the conditions stated below and except where such activity is subject to a restriction set forth elsewhere in this Award.

**Condition(s):**

1. This NEPA Determination only applies to activities funded by the Administrative and Legal Requirements Document (ALRD) for the EECBG Program Formula Infrastructure Investment and Jobs Act (EECBG Formula - IJJA) awarded to non-tribal recipients proposing non-ground disturbing activities within states that have a DOE executed Historic Preservation Programmatic Agreement.

2. Activities not listed under "Blueprints and additional activities" within this NEPA determination are subject to additional NEPA review and approval by DOE. For activities requiring additional NEPA review, Recipients must complete the environmental questionnaire (EQ-1) found at <https://www.eere-pmc.energy.gov/NEPA.aspx> and receive notification from DOE that the NEPA review has been completed and approved by the Contracting Officer prior to initiating the project or activities.

3. Activities proposed on tribal lands or tribal properties would be restricted to homes/buildings less than forty-five (45) years old and without ground disturbance. Recipients must contact the DOE Project Officer for a Historic Preservation Worksheet to request a review of activities that are listed below on tribal homes/buildings forty-five (45) years and older and/or ground disturbing activities. The DOE NEPA team must review the Historic Preservation Worksheet and notify the Recipient's DOE Project Officer before activities listed on the Historic Preservation Worksheet may begin.

4. This authorization does not include activities where the following elements exist: extraordinary circumstances; cumulative impacts or connected actions that may lead to significant effects on the human environment; or any inconsistency with the "integral elements" (as contained in 10 CFR Part 1021, Appendix B) as they relate to a particular project.

5. The Recipient must identify and promptly notify DOE of extraordinary circumstances, cumulative impacts or connected actions that may lead to significant effects on the human environment, or any inconsistency with the "integral elements" (as contained in 10 CFR Part 1021, Appendix B) as they relate to project activities.

6. Recipients must have a DOE executed Historic Preservation Programmatic Agreement and adhere to the terms and restrictions of its DOE executed Historic Preservation Programmatic Agreement. DOE executed Historic Preservation Programmatic Agreements are available at <https://www.energy.gov/node/812599>.

7. Recipients are responsible for reviewing the online NEPA and Historic preservation training

at [www.energy.gov/node/4816816](http://www.energy.gov/node/4816816) and contacting [EECBG.NEPA@ee.doe.gov](mailto:EECBG.NEPA@ee.doe.gov) with any EECBG NEPA or historic preservation questions.

8. Recipients are required to submit an annual Historic Preservation Report in the Performance and Accountability for Grants in Energy system (PAGE) at <https://www.page.energy.gov/default.aspx>.

9. Most activities listed under “Blueprints and additional activities” within this NEPA determination are more restrictive than the Categorical Exclusion. The restrictions included in the “Blueprints and additional activities” must be followed.

10. This authorization excludes any activities that are otherwise subject to a restriction set forth elsewhere in the award.

This authorization is specific to the project activities and locations as described in the Activity File approved by the Contracting Officer and the DOE NEPA Determination.

***If the Recipient later intends to add to or modify the activities or locations*** as described in the approved Activity File and the DOE NEPA Determination, those new activities/locations or modified activities/locations are subject to additional NEPA review and are not authorized for Federal funding until the Contracting Officer provides written authorization on those additions or modifications. Should the Recipient elect to undertake activities or change locations prior to written authorization from the Contracting Officer, the Recipient does so at risk of not receiving Federal funding for those activities, and such costs may not be recognized as allowable cost share.

### **Term 7. Notice Regarding the Purchase of American-Made Equipment and Products – Sense of Congress**

It is the sense of the Congress that, to the greatest extent practicable, all equipment and products purchased with funds made available under this Award should be American-made.

### **Term 8. Reporting Requirements**

The reporting requirements for this Award are identified on the Federal Assistance Reporting Checklist, attached to this Award. Failure to comply with these reporting requirements is considered a material noncompliance with the terms of the Award. Noncompliance may result in withholding of future payments, suspension, or termination of the current award, and withholding of future awards. A willful failure to perform, a history of failure to perform, or unsatisfactory performance of this and/or other financial assistance awards, may also result in a debarment action to preclude future awards by Federal agencies.

### **Term 9. Lobbying**

By accepting funds under this Award, the Recipient agrees that none of the funds obligated on

the Award shall be expended, directly or indirectly, to influence congressional action on any legislation or appropriation matters pending before Congress, other than to communicate to Members of Congress as described in 18 U.S.C. § 1913. This restriction is in addition to those prescribed elsewhere in statute and regulation.

### **Term 10. Publications**

The Recipient is required to include the following acknowledgement in publications arising out of, or relating to, work performed under this Award, whether copyrighted or not:

- *Acknowledgment:* “This material is based upon work supported by the U.S. Department of Energy’s Office of State and Community Energy Programs (SCEP) under the Energy Efficiency and Conservation Block Grant Program (EECBG) Award Number DE-SE0000144.”
- *Full Legal Disclaimer:* “This report was prepared as an account of work sponsored by an agency of the United States Government. Neither the United States Government nor any agency thereof, nor any of their employees, makes any warranty, express or implied, or assumes any legal liability or responsibility for the accuracy, completeness, or usefulness of any information, apparatus, product, or process disclosed, or represents that its use would not infringe privately owned rights. Reference herein to any specific commercial product, process, or service by trade name, trademark, manufacturer, or otherwise does not necessarily constitute or imply its endorsement, recommendation, or favoring by the United States Government or any agency thereof. The views and opinions of authors expressed herein do not necessarily state or reflect those of the United States Government or any agency thereof.”

*Abridged Legal Disclaimer:* “The views expressed herein do not necessarily represent the views of the U.S. Department of Energy or the United States Government.”

Recipients should make every effort to include the full Legal Disclaimer. However, in the event that recipients are constrained by formatting and/or page limitations set by the publisher, the abridged Legal Disclaimer is an acceptable alternative.

### **Term 11. No-Cost Extension**

As provided in 2 CFR 200.308, the Recipient must provide the Contracting Officer with notice in advance if it intends to utilize a one-time, no-cost extension of this Award. The notification must include the supporting reasons and the revised period of performance. The Recipient must submit this notification in writing to the Contracting Officer and DOE Technology Manager/ Project Officer at least 30 days before the end of the current budget period.

Any no-cost extension will not alter the project scope, milestones, deliverables, or budget of this Award.

**Term 12. Property Standards**

The complete text of the Property Standards can be found at 2 CFR 200.310 through 200.316. Also see 2 CFR 910.360 for additional requirements for real property and equipment for For-Profit recipients.

**Term 13. Insurance Coverage**

See 2 CFR 200.310 for insurance requirements for real property and equipment acquired or improved with Federal funds. Also see 2 CFR 910.360(d) for additional requirements for real property and equipment for For-Profit recipients.

**Term 14. Real Property**

Subject to the conditions set forth in 2 CFR 200.311, title to real property acquired or improved under a Federal award will conditionally vest upon acquisition in the non-Federal entity. The non-Federal entity cannot encumber this property and must follow the requirements of 2 CFR 200.311 before disposing of the property.

Except as otherwise provided by Federal statutes or by the Federal awarding agency, real property will be used for the originally authorized purpose as long as needed for that purpose. When real property is no longer needed for the originally authorized purpose, the non-Federal entity must obtain disposition instructions from DOE or pass-through entity. The instructions must provide for one of the following alternatives: (1) retain title after compensating DOE as described in 2 CFR 200.311(c)(1); (2) Sell the property and compensate DOE as specified in 2 CFR 200.311(c)(2); or (3) transfer title to DOE or to a third party designated/approved by DOE as specified in 2 CFR 200.311(c)(3).

See 2 CFR 200.311 for additional requirements pertaining to real property acquired or improved under a Federal award. Also see 2 CFR 910.360 for additional requirements for real property for For-Profit recipients.

**Term 15. Equipment**

Subject to the conditions provided in 2 CFR 200.313, title to equipment (property) acquired under a Federal award will conditionally vest upon acquisition with the non-Federal entity. The non-Federal entity cannot encumber this property and must follow the requirements of 2 CFR 200.313 before disposing of the property.

A state must use equipment acquired under a Federal award by the state in accordance with state laws and procedures.

Equipment must be used by the non-Federal entity in the program or project for which it was acquired as long as it is needed, whether or not the project or program continues to be supported by the Federal award. When no longer needed for the originally authorized purpose,

the equipment may be used by programs supported by DOE in the priority order specified in 2 CFR 200.313(c)(1)(i) and (ii).

Management requirements, including inventory and control systems, for equipment are provided in 2 CFR 200.313(d).

When equipment acquired under a Federal award is no longer needed, the non-Federal entity must obtain disposition instructions from DOE or pass-through entity.

Disposition will be made as follows: (1) items of equipment with a current fair market value of \$5,000 or less may be retained, sold, or otherwise disposed of with no further obligation to DOE; (2) Non-Federal entity may retain title or sell the equipment after compensating DOE as described in 2 CFR 200.313(e)(2); or (3) transfer title to DOE or to an eligible third party as specified in 2 CFR 200.313(e)(3).

See 2 CFR 200.313 for additional requirements pertaining to equipment acquired under a Federal award. Also see 2 CFR 910.360 for additional requirements for equipment for For-Profit recipients. See also 2 CFR 200.439 Equipment and other capital expenditures.

### **Term 16. Supplies**

See 2 CFR 200.314 for requirements pertaining to supplies acquired under a Federal award. See also 2 CFR 200.453 Materials and supplies costs, including costs of computing devices.

### **Term 17. Property Trust Relationship**

Real property, equipment, and intangible property, that are acquired or improved with a Federal award must be held in trust by the non-Federal entity as trustee for the beneficiaries of the project or program under which the property was acquired or improved. See 2 CFR 200.316 for additional requirements pertaining to real property, equipment, and intangible property acquired or improved under a Federal award.

### **Term 18. Record Retention**

Consistent with 2 CFR 200.334 through 200.338, the Recipient is required to retain records relating to this Award.

### **Term 19. Audits**

#### **A. Government-Initiated Audits**

The Recipient must provide any information, documents, site access, or other assistance requested by SCEP, DOE or Federal auditing agencies (e.g., DOE Inspector General, Government Accountability Office) for the purpose of audits and investigations. Such assistance may include, but is not limited to, reasonable access to the Recipient's records relating to this Award.

Consistent with 2 CFR part 200 as amended by 2 CFR part 910, DOE may audit the Recipient's financial records or administrative records relating to this Award at any time. Government-initiated audits are generally paid for by DOE.

DOE may conduct a final audit at the end of the project period (or the termination of the Award, if applicable). Upon completion of the audit, the Recipient is required to refund to DOE any payments for costs that were determined to be unallowable. If the audit has not been performed or completed prior to the closeout of the award, DOE retains the right to recover an appropriate amount after fully considering the recommendations on disallowed costs resulting from the final audit.

DOE will provide reasonable advance notice of audits and will minimize interference with ongoing work, to the maximum extent practicable.

**B. Annual Independent Audits (Single Audit or Compliance Audit)**

The Recipient must comply with the annual independent audit requirements in 2 CFR 200.500 through .521 for institutions of higher education, nonprofit organizations, and state and local governments (Single audit), and 2 CFR 910.500 through .521 for for-profit entities (Compliance audit).

The annual independent audits are separate from Government-initiated audits discussed in part A. of this Term and must be paid for by the Recipient. To minimize expense, the Recipient may have a Compliance audit in conjunction with its annual audit of financial statements. The financial statement audit is **not** a substitute for the Compliance audit. If the audit (Single audit or Compliance audit, depending on Recipient entity type) has not been performed or completed prior to the closeout of the award, DOE may impose one or more of the actions outlined in 2 CFR 200.339, Remedies for Noncompliance.

**Term 20. Indemnity**

The Recipient shall indemnify DOE and its officers, agents, or employees for any and all liability, including litigation expenses and attorneys' fees, arising from suits, actions, or claims of any character for death, bodily injury, or loss of or damage to property or to the environment, resulting from the project, except to the extent that such liability results from the direct fault or negligence of DOE officers, agents or employees, or to the extent such liability may be covered by applicable allowable costs provisions.

**Term 21. Foreign National Participation**

If the Recipient (including any of its subrecipients and contractors) anticipates involving foreign nationals in the performance of the Award, the Recipient must, upon DOE's request, provide DOE with specific information about each foreign national to ensure compliance with the requirements for participation and access approval. The volume and type of information



required may depend on various factors associated with the Award. The DOE Contracting Officer will notify the Recipient if this information is required.

DOE may elect to deny a foreign national's participation in the Award. Likewise, DOE may elect to deny a foreign national's access to a DOE sites, information, technologies, equipment, programs or personnel.

### **Term 22. Post-Award Due Diligence Reviews**

During the life of the Award, DOE may conduct ongoing due diligence reviews, through Government resources, to identify potential risks of undue foreign influence. In the event, a risk is identified, DOE may require risk mitigation measures, including but not limited to, requiring an individual or entity not participate in the Award.

## **Subpart B. Financial Provisions**

### **Term 23. Maximum Obligation**

The maximum obligation of DOE for this Award is the total "Funds Obligated" stated in Block 13 of the Assistance Agreement to this Award.

### **Term 24. Refund Obligation**

The Recipient must refund any excess payments received from SCEP, including any costs determined unallowable by the Contracting Officer. Upon the end of the project period (or the termination of the Award, if applicable), the Recipient must refund to SCEP the difference between (1) the total payments received from SCEP, and (2) the Federal share of the costs incurred. Refund obligations under this Term do not supersede the annual reconciliation or true up process if specified under the Indirect Cost Term.

### **Term 25. Allowable Costs**

SCEP determines the allowability of costs through reference to 2 CFR part 200 as amended by 2 CFR part 910. All project costs must be allowable, allocable, and reasonable. The Recipient must document and maintain records of all project costs, including, but not limited to, the costs paid by Federal funds, costs claimed by its subrecipients and project costs that the Recipient claims as cost sharing, including in-kind contributions. The Recipient is responsible for maintaining records adequate to demonstrate that costs claimed have been incurred, are reasonable, allowable and allocable, and comply with the cost principles. Upon request, the Recipient is required to provide such records to SCEP. Such records are subject to audit. Failure to provide SCEP adequate supporting documentation may result in a determination by the Contracting Officer that those costs are unallowable.



The Recipient is required to obtain the prior written approval of the Contracting Officer for any foreign travel costs.

## **Term 26. Indirect Costs**

### **A. Indirect Cost Allocation:**

The budget for this Award does not include an allocation of segregated indirect billing rates. Therefore, indirect charges shall not be charged under allocated billing rates, nor shall reimbursement be requested for this project for segregated indirect cost billing rates, nor shall any indirect charges for this project be allocated to any other Federally sponsored project. The Recipient cannot claim indirect costs separately as cost share.

### **B. Fringe Cost Allocation:**

The budget for this award does not include an allocation of segregated fringe billing rates. Fringe benefit costs have been found reasonable as incorporated in the Recipient's burdened labor rate or under an allocated indirect cost billing rate. Therefore, fringe benefit costs shall not be charged as a separate rate allocation to this Award. SCEP will not reimburse fringe benefit costs as a separate budget item. Fringe benefit costs for this Award cannot be allocated as a separate rate allocation to any other Federally sponsored project.

### **C. Subrecipient Indirect Costs (If Applicable):**

The Recipient must ensure its subrecipient's indirect costs are appropriately managed, have been found to be allowable, and comply with the requirements of this Award and 2 CFR Part 200 as amended by 2 CFR Part 910.

### **D. Indirect Cost Stipulations:**

#### **i. Modification to Indirect Cost Billing Rates**

SCEP will not modify this Award solely to provide additional funds to cover increases in the Recipient's indirect cost billing rate(s). Adjustments to the indirect cost billing rates must be approved by the Recipient's Cognizant Agency or Cognizant Federal Agency Official.

The Recipient must provide a copy of an updated NICRA or indirect rate proposal to the DOE Award Administrator in order to increase indirect cost billing rates. If the Contracting Officer provides prior written approval, the Recipient may incur an increase in the indirect cost billing rates. Reimbursement will be limited by the budgeted dollar amount for indirect costs for each budget period as shown in Attachment 3 to this Award.

#### **ii. Award Closeout**

The closeout of the DOE award does not affect (1) the right of the DOE to disallow costs and recover funds on the basis of a later audit or other review; (2) the requirement for the Recipient to return any funds due as a result of later refunds, corrections or other transactions including final indirect cost billing rate adjustments; and (3) the ability of the DOE to make financial adjustments to a previously closed award resolving indirect cost payments and making final payments.

### **Term 27. Decontamination and/or Decommissioning (D&D) Costs**

Notwithstanding any other provisions of this Award, the Government shall not be responsible for or have any obligation to the Recipient for (1) Decontamination and/or Decommissioning (D&D) of any of the Recipient's facilities, or (2) any costs which may be incurred by the Recipient in connection with the D&D of any of its facilities due to the performance of the work under this Award, whether said work was performed prior to or subsequent to the effective date of the Award.

### **Term 28. Use of Program Income**

If the Recipient earns program income during the project period as a result of this Award, the Recipient must add the program income to the funds committed to the Award and used to further eligible project objectives.

### **Term 29. Payment Procedures**

#### **A. Method of Payment**

Payment will be made by advances through the Department of Treasury's ASAP system.

#### **B. Requesting Advances**

Requests for advances must be made through the ASAP system. The Recipient may submit requests as frequently as required to meet its needs to disburse funds for the Federal share of project costs. If feasible, the Recipient should time each request so that the Recipient receives payment on the same day that the Recipient disburses funds for direct project costs and the proportionate share of any allowable indirect costs. If same-day transfers are not feasible, advance payments must be as close to actual disbursements as administratively feasible.

#### **C. Adjusting Payment Requests for Available Cash**

The Recipient must disburse any funds that are available from repayments to and interest earned on a revolving fund, program income, rebates, refunds, contract settlements, audit recoveries, credits, discounts, and interest earned on any of those funds before requesting additional cash payments from SCEP.

#### **D. Payments**

All payments are made by electronic funds transfer to the bank account identified on the Bank Information Form that the Recipient filed with the U.S. Department of Treasury.

**E. Unauthorized Drawdown of Federal Funds**

For each budget period, the Recipient may not spend more than the Federal share authorized to that particular budget period, without specific written approval from the Contracting Officer. The Recipient must immediately refund SCEP any amounts spent or drawn down in excess of the authorized amount for a budget period. The Recipient and subrecipients shall promptly, but at least quarterly, remit to DOE interest earned on advances drawn in excess of disbursement needs, and shall comply with the procedure for remitting interest earned to the Federal government per 2 CFR 200.305, as applicable.

**Term 30. Budget Changes**

**A. Budget Changes Generally**

The Contracting Officer has reviewed and approved the SF-424A in Attachment 3 to this Award.

Any increase in the total project cost, whether DOE share or Cost Share, which is stated as "Total" in Block 12 to the Assistance Agreement of this Award, must be approved in advance and in writing by the Contracting Officer.

Any change that alters the project scope, milestones or deliverables requires prior written approval of the Contracting Officer. SCEP may deny reimbursement for any failure to comply with the requirements in this term.

**B. Transfers of Funds Among Direct Cost Categories**

The Recipient is required to obtain the prior written approval of the Contracting Officer for any transfer of funds among direct cost categories where the cumulative amount of such transfers exceeds or is expected to exceed 10 percent of the total project cost, which is stated as "Total" in Block 12 to the Assistance Agreement of this Award.

The Recipient is required to notify the DOE Technology Manager/Project Officer of any transfer of funds among direct cost categories where the cumulative amount of such transfers is equal to or below 10 percent of the total project cost, which is stated as "Total" in Block 12 to the Assistance Agreement of this Award.

**C. Transfer of Funds Between Direct and Indirect Cost Categories**

The Recipient is required to obtain the prior written approval of the Contracting Officer for any transfer of funds between direct and indirect cost categories. If the

Recipient's actual allowable indirect costs are less than those budgeted in Attachment 3 to this Award, the Recipient may use the difference to pay additional allowable direct costs during the project period so long as the total difference is less than 10% of total project costs and the difference is reflected in actual requests for reimbursement to DOE.

## **Subpart C. Miscellaneous Provisions**

### **Term 31. Environmental, Safety and Health Performance of Work at DOE Facilities**

With respect to the performance of any portion of the work under this Award which is performed at a DOE -owned or controlled site, the Recipient agrees to comply with all State and Federal Environmental, Safety and Health (ES&H) regulations and with all other ES&H requirements of the operator of such site.

Prior to the performance on any work at a DOE-owned or controlled site, the Recipient shall contact the site facility manager for information on DOE and site-specific ES&H requirements.

The Recipient is required apply this provision to its subrecipients and contractors.

### **Term 32. System for Award Management and Universal Identifier Requirements**

#### **A. Requirement for Registration in the System for Award Management (SAM)**

Unless the Recipient is exempted from this requirement under 2 CFR 25.110, the Recipient must maintain the currency of its information in SAM until the Recipient submits the final financial report required under this Award or receive the final payment, whichever is later. This requires that the Recipient reviews and updates the information at least annually after the initial registration, and more frequently if required by changes in its information or another award term.

#### **B. Unique Entity Identifier (UEI)**

SAM automatically assigns a UEI to all active SAM.gov registered entities. Entities no longer have to go to a third-party website to obtain their identifier. This information is displayed on SAM.gov.

If the Recipient is authorized to make subawards under this Award, the Recipient:

- i. Must notify potential subrecipients that no entity (see definition in paragraph C of this award term) may receive a subaward from the Recipient unless the entity

has provided its UEI number to the Recipient.

- ii. May not make a subaward to an entity unless the entity has provided its UEI number to the Recipient.

### C. Definitions

For purposes of this award term:

- i. System for Award Management (SAM) means the Federal repository into which an entity must provide information required for the conduct of business as a recipient. Additional information about registration procedures may be found at the SAM Internet site (currently at <https://www.sam.gov>).
- ii. Unique Entity Identifier (UEI) is the 12-character, alpha-numeric identifier that will be assigned by SAM.gov upon registration.
- iii. Entity, as it is used in this award term, means all of the following, as defined at 2 CFR Part 25, subpart C:
  - 1. A Governmental organization, which is a State, local government, or Indian Tribe.
  - 2. A foreign public entity.
  - 3. A domestic or foreign nonprofit organization.
  - 4. A domestic or foreign for-profit organization.
  - 5. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.
- iv. Subaward:
  - 1. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which the Recipient received this Award and that the Recipient awards to an eligible subrecipient.
  - 2. The term does not include the Recipient's procurement of property and services needed to carry out the project or program (for further explanation, see 2 CFR 200.501 Audit requirements, (f) *Subrecipients and Contractors* and/or 2 CFR 910.501 Audit requirements, (f) *Subrecipients and Contractors*).
  - 3. A subaward may be provided through any legal agreement, including an agreement that the Recipient considers a contract.

- v. Subrecipient means an entity that:
1. Receives a subaward from the Recipient under this Award; and
  2. Is accountable to the Recipient for the use of the Federal funds provided by the subaward.

### **Term 33. Nondisclosure and Confidentiality Agreements Assurances**

- A. By entering into this agreement, the Recipient attests that it **does not and will not** require its employees or contractors to sign internal nondisclosure or confidentiality agreements or statements prohibiting or otherwise restricting its employees or contractors from lawfully reporting waste, fraud, or abuse to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information.
- B. The Recipient further attests that it **does not and will not** use any Federal funds to implement or enforce any nondisclosure and/or confidentiality policy, form, or agreement it uses unless it contains the following provisions:
- i. *“These provisions are consistent with and do not supersede, conflict with, or otherwise alter the employee obligations, rights, or liabilities created by existing statute or Executive order relating to (1) classified information, (2) communications to Congress, (3) the reporting to an Inspector General of a violation of any law, rule, or regulation, or mismanagement, a gross waste of funds, an abuse of authority, or a substantial and specific danger to public health or safety, or (4) any other whistleblower protection. The definitions, requirements, obligations, rights, sanctions, and liabilities created by controlling Executive orders and statutory provisions are incorporated into this agreement and are controlling.”*
  - ii. The limitation above shall not contravene requirements applicable to Standard Form 312, Form 4414, or any other form issued by a Federal department or agency governing the nondisclosure of classified information.
  - iii. Notwithstanding provision listed in paragraph (a), a nondisclosure or confidentiality policy form or agreement that is to be executed by a person connected with the conduct of an intelligence or intelligence-related activity, other than an employee or officer of the United States Government, may contain provisions appropriate to the particular activity for which such document is to be used. Such form or agreement shall, at a minimum, require that the person will not disclose any classified information received in the course of such activity unless specifically authorized to do so by the United States Government. Such nondisclosure or confidentiality forms shall

also make it clear that they do not bar disclosures to Congress, or to an authorized official of an executive agency or the Department of Justice, that are essential to reporting a substantial violation of law.

### **Term 34. Subrecipient Change Notification**

Except for subrecipients specifically proposed as part of the Recipient's Application for award, the Recipient must notify the Contracting Officer and Project Manager in writing 30 days prior to the execution of new or modified subrecipient agreements, including naming any To Be Determined subrecipients. This notification does not constitute a waiver of the prior approval requirements outlined in 2 CFR part 200 as amended by 2 CFR part 910, nor does it relieve the Recipient from its obligation to comply with applicable Federal statutes, regulations, and executive orders.

In order to satisfy this notification requirement, the Recipient documentation must, as a minimum, include the following:

- A description of the research to be performed, the service to be provided, or the equipment to be purchased.
- Cost share commitment letter if the subrecipient is providing cost share to the Award.
- An assurance that the process undertaken by the Recipient to solicit the subrecipient complies with their written procurement procedures as outlined in 2 CFR 200.317 through 200.327.
- An assurance that no planned, actual or apparent conflict of interest exists between the Recipient and the selected subrecipient and that the Recipient's written standards of conduct were followed.<sup>1</sup>
- A completed Environmental Questionnaire, if applicable.
- An assurance that the subrecipient is not a debarred or suspended entity.
- An assurance that all required award provisions will be flowed down in the resulting subrecipient agreement.

The Recipient is responsible for making a final determination to award or modify subrecipient agreements under this agreement, but the Recipient may not proceed with the subrecipient agreement until the Contracting Officer determines, and provides the Recipient written notification, that the information provided is adequate.

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<sup>1</sup> It is DOE's position that the existence of a "covered relationship" as defined in 5 CFR 2635.502(a)&(b) between a member of the Recipient's owners or senior management and a member of a subrecipient's owners or senior management creates at a minimum an apparent conflict of interest that would require the Recipient to notify the Contracting Officer and provide detailed information and justification (including, for example, mitigation measures) as to why the subrecipient agreement does not create an actual conflict of interest. The Recipient must also notify the Contracting Officer of any new subrecipient agreement with: (1) an entity that is owned or otherwise controlled by the Recipient; or (2) an entity that is owned or otherwise controlled by another entity that also owns or otherwise controls the Recipient, as it is DOE's position that these situations also create at a minimum an apparent conflict of interest.

Should the Recipient not receive a written notification of adequacy from the Contracting Officer within 30 days of the submission of the subrecipient documentation stipulated above, the Recipient may proceed to award or modify the proposed subrecipient agreement.

### **Term 35. Conference Spending**

The Recipient shall not expend any funds on a conference not directly and programmatically related to the purpose for which the grant was awarded that would defray the cost to the United States Government of a conference held by any Executive branch department, agency, board, commission, or office for which the cost to the United States Government would otherwise exceed \$20,000, thereby circumventing the required notification by the head of any such Executive Branch department, agency, board, commission, or office to the Inspector General (or senior ethics official for any entity without an Inspector General), of the date, location, and number of employees attending such conference.

### **Term 36. Recipient Integrity and Performance Matters**

#### **A. General Reporting Requirement**

If the total value of your currently active Financial Assistance awards, grants, and procurement contracts from all Federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then you as the recipient during that period of time must maintain the currency of information reported to the System for Award Management (SAM) that is made available in the designated integrity and performance system (currently the Federal Awardee Performance and Integrity Information System (FAPIIS)) about civil, criminal, or administrative proceedings described in paragraph 2 of this term. This is a statutory requirement under section 872 of Public Law 110-417, as amended (41 U.S.C. 2313). As required by section 3010 of Public Law 111-212, all information posted in the designated integrity and performance system on or after April 15, 2011, except past performance reviews required for Federal procurement contracts, will be publicly available.

#### **B. Proceedings About Which You Must Report**

Submit the information required about each proceeding that:

- i. Is in connection with the award or performance of a Financial Assistance, cooperative agreement, or procurement contract from the Federal Government;
- ii. Reached its final disposition during the most recent five-year period; and
- iii. Is one of the following:
  1. A criminal proceeding that resulted in a conviction, as defined in paragraph E of this award term and condition;
  2. A civil proceeding that resulted in a finding of fault and liability and payment of a monetary fine, penalty, reimbursement, restitution, or damages of \$5,000 or more;



3. An administrative proceeding, as defined in paragraph E of this term, that resulted in a finding of fault and liability and your payment of either a monetary fine or penalty of \$5,000 or more or reimbursement, restitution, or damages in excess of \$100,000; or
4. Any other criminal, civil, or administrative proceeding if:
  - a. It could have led to an outcome described in paragraph B.iii.1, 2, or 3 of this term;
  - b. It had a different disposition arrived at by consent or compromise with an acknowledgment of fault on your part; and
  - c. The requirement in this term to disclose information about the proceeding does not conflict with applicable laws and regulations.

**C. Reporting Procedures**

Enter in the SAM Entity Management area the information that SAM requires about each proceeding described in paragraph B of this term. You do not need to submit the information a second time under assistance awards that you received if you already provided the information through SAM because you were required to do so under Federal procurement contracts that you were awarded.

**D. Reporting Frequency**

During any period of time when you are subject to the requirement in paragraph A of this term, you must report proceedings information through SAM for the most recent five-year period, either to report new information about any proceeding(s) that you have not reported previously or affirm that there is no new information to report. Recipients that have Federal contract, Financial Assistance awards, (including cooperative agreement awards) with a cumulative total value greater than \$10,000,000, must disclose semiannually any information about the criminal, civil, and administrative proceedings.

**E. Definitions**

For purposes of this term:

- i. Administrative proceeding means a non-judicial process that is adjudicatory in nature in order to make a determination of fault or liability (e.g., Securities and Exchange Commission Administrative proceedings, Civilian Board of Contract Appeals proceedings, and Armed Services Board of Contract Appeals proceedings). This includes proceedings at the Federal and State level but only in connection with performance of a Federal contract or Financial Assistance awards. It does not include audits, site visits, corrective plans, or inspection of deliverables.

- ii. Conviction means a judgment or conviction of a criminal offense by any court of competent jurisdiction, whether entered upon a verdict or a plea, and includes a conviction entered upon a plea of *nolo contendere*.
- iii. Total value of currently active Financial Assistance awards, cooperative agreements and procurement contracts includes—
  1. Only the Federal share of the funding under any Federal award with a recipient cost share or match; and
  2. The value of all expected funding increments under a Federal award and options, even if not yet exercised.

### **Term 37. Export Control**

The United States government regulates the transfer of information, commodities, technology, and software considered to be strategically important to the U.S. to protect national security, foreign policy, and economic interests without imposing undue regulatory burdens on legitimate international trade. There is a network of Federal agencies and regulations that govern exports that are collectively referred to as “Export Controls.” The Recipient is responsible for ensuring compliance with all applicable United States Export Control laws and regulations relating to any work performed under a resulting award.

The Recipient must immediately report to DOE any export control violations related to the project funded under this award, at the recipient or subrecipient level, and provide the corrective action(s) to prevent future violations.

### **Term 38. Interim Conflict of Interest Policy for Financial Assistance**

The DOE interim Conflict of Interest Policy for Financial Assistance (COI Policy) can be found at <https://www.energy.gov/management/department-energy-interim-conflict-interest-policy-requirements-financial-assistance>. This policy is applicable to all non-Federal entities applying for, or that receive, DOE funding by means of a financial assistance award (e.g., a grant, cooperative agreement, or technology investment agreement) and, through the implementation of this policy by the entity, to each Investigator who is planning to participate in, or is participating in, the project funded wholly or in part under this Award. The term “Investigator” means the PI and any other person, regardless of title or position, who is responsible for the purpose, design, conduct, or reporting of a project funded by DOE or proposed for funding by DOE. The Recipient must flow down the requirements of the interim COI Policy to any subrecipient non-Federal entities, with the exception of DOE National Laboratories. Further, the Recipient must identify all financial conflicts of interests (FCOI), i.e., managed and unmanaged/ unmanageable, in its initial and ongoing FCOI reports.

Prior to award, the Recipient was required to: 1) ensure all Investigators on this Award completed their significant financial disclosures; 2) review the disclosures; 3) determine whether a FCOI exists; 4) develop and implement a management plan for FCOIs; and 5) provide DOE with an initial FCOI report that includes all FCOIs (i.e., managed and unmanaged/unmanageable). Within 180 days of the date of the Award, the Recipient must be in full compliance with the other requirements set forth in DOE’s interim COI Policy.

**Term 39. Organizational Conflict of Interest**

Organizational conflicts of interest are those where, because of relationships with a parent company, affiliate, or subsidiary organization, the Recipient is unable or appears to be unable to be impartial in conducting procurement action involving a related organization (2 CFR 200.318(c)(2)).

The Recipient must disclose in writing any potential or actual organizational conflict of interest to the DOE Contracting Officer. The Recipient must provide the disclosure prior to engaging in a procurement or transaction using project funds with a parent, affiliate, or subsidiary organization that is not a state, local government, or Indian tribe. For a list of the information that must be included in the disclosure, see Section VI. of the DOE interim Conflict of Interest Policy for Financial Assistance at <https://www.energy.gov/management/department-energy-interim-conflict-interest-policy-requirements-financial-assistance>.

If the effects of the potential or actual organizational conflict of interest cannot be avoided, neutralized, or mitigated, the Recipient must procure goods and services from other sources when using project funds. Otherwise, DOE may terminate the Award in accordance with 2 CFR 200.340 unless continued performance is determined to be in the best interest of the Federal government.

The Recipient must flow down the requirements of the interim COI Policy to any subrecipient non-Federal entities, with the exception of DOE National Laboratories. The Recipient is responsible for ensuring subrecipient compliance with this term.

If the Recipient has a parent, affiliate, or subsidiary organization that is not a state, local government, or Indian tribe, the Recipient must maintain written standards of conduct covering organizational conflicts of interest.

**Term 40. Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment**

As set forth in 2 CFR 200.216, recipients and subrecipients are prohibited from obligating or expending project funds (Federal and non-Federal funds) to:

- (1) Procure or obtain;
- (2) Extend or renew a contract to procure or obtain; or
- (3) Enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in Public Law 115-232, section 889, covered telecommunications

equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).

(i) For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).

(ii) Telecommunications or video surveillance services provided by such entities or using such equipment.

(iii) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.

See Public Law 115-232, section 889 for additional information.

#### **Term 41. Human Subjects Research**

Research involving human subjects, biospecimens, or identifiable private information conducted with Department of Energy (DOE) funding is subject to the requirements of DOE Order 443.1C, *Protection of Human Research Subjects*, 45 CFR Part 46, *Protection of Human Subjects (subpart A which is referred to as the "Common Rule")*, and 10 CFR Part 745, *Protection of Human Subjects*.

Federal regulation and the DOE Order require review by an Institutional Review Board (IRB) of all proposed human subjects research projects. The IRB is an interdisciplinary ethics board responsible for ensuring that the proposed research is sound and justifies the use of human subjects or their data; the potential risks to human subjects have been minimized; participation is voluntary; and clear and accurate information about the study, the benefits and risks of participating, and how individuals' data/specimens will be protected/used, is provided to potential participants for their use in determining whether or not to participate.

The Recipient shall provide the Federal Wide Assurance number identified in item 1 below and the certification identified in item 2 below to DOE prior to initiation of any project that will involve interactions with humans in some way (e.g., through surveys); analysis of their identifiable data (e.g., demographic data and energy use over time); asking individuals to test devices, products, or materials developed through research; and/or testing of commercially available devices in buildings/homes in which humans will be present. *Note:* This list of examples is illustrative and not all inclusive.

No DOE funded research activity involving human subjects, biospecimens, or identifiable private information shall be conducted without:

- 1) A registration and a Federal Wide Assurance of compliance accepted by the Office of Human Research Protection (OHRP) in the Department of Health and Human Services; and
- 2) Certification that the research has been reviewed and approved by an Institutional Review Board (IRB) provided for in the assurance. IRB review may be accomplished by the awardee's institutional IRB; by the Central DOE IRB; or if collaborating with one of the DOE national laboratories, by the DOE national laboratory IRB.

The Recipient is responsible for ensuring all subrecipients comply and for reporting information on the project annually to the DOE Human Subjects Research Database (HSRD) at <https://science.osti.gov/HumanSubjects/Human-Subjects-Database/home>. *Note:* If a DOE IRB is used, no end of year reporting will be needed.

Additional information on the DOE Human Subjects Research Program can be found at: <https://science.osti.gov/ber/human-subjects>

#### **Term 42. Fraud, Waste and Abuse**

The mission of the DOE Office of Inspector General (OIG) is to strengthen the integrity, economy and efficiency of DOE's programs and operations including deterring and detecting fraud, waste, abuse and mismanagement. The OIG accomplishes this mission primarily through investigations, audits, and inspections of Department of Energy activities to include grants, cooperative agreements, loans, and contracts. The OIG maintains a Hotline for reporting allegations of fraud, waste, abuse, or mismanagement. To report such allegations, please visit <https://www.energy.gov/ig/ig-hotline>.

Additionally, the Recipient must be cognizant of the requirements of 2 CFR § 200.113 Mandatory disclosures, which states:

The non-Federal entity or applicant for a Federal award must disclose, in a timely manner, in writing to the Federal awarding agency or pass-through entity all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Non-Federal entities that have received a Federal award including the term and condition outlined in appendix XII of 2 CFR Part 200 are required to report certain civil, criminal, or administrative proceedings to SAM (currently FAPIIS). Failure to make required disclosures can result in any of the remedies described in § 200.339. (See also 2 CFR part 180, 31 U.S.C. 3321, and 41 U.S.C. 2313.)

## Subpart D. Bipartisan Infrastructure Law (BIL)-specific requirements

### Term 43. Reporting, Tracking and Segregation of Incurred Costs

BIL funds can be used in conjunction with other funding, as necessary to complete projects, but tracking and reporting must be separate to meet the reporting requirements of the BIL and related Office of Management and Budget (OMB) Guidance. The Recipient must keep separate records for BIL funds and must ensure those records comply with the requirements of the BIL. Funding provided through the BIL that is supplemental to an existing grant or cooperative agreement is one-time funding.

### Term 44. Davis-Bacon Requirements

This award is funded under Division D of the Bipartisan Infrastructure Law (BIL). All laborers and mechanics employed by the recipient, subrecipients, contractors or subcontractors in the performance of construction, alteration, or repair work in excess of \$2000 on an award funded directly by or assisted in whole or in part by funds made available under this award shall be paid wages at rates not less than those prevailing on similar projects in the locality, as determined by the Secretary of Labor in accordance with subchapter IV of chapter 31 of title 40, United States Code commonly referred to as the "Davis-Bacon Act" (DBA).

Recipients shall provide written assurance acknowledging the DBA requirements for the award or project and confirming that all of the laborers and mechanics performing construction, alteration, or repair, through funding under the award are paid or will be paid wages at rates not less than those prevailing on projects of a character similar in the locality as determined by Subchapter IV of Chapter 31 of Title 40, United States Code (Davis-Bacon Act).

The Recipient must comply with all of the Davis-Bacon Act requirements, including but not limited to:

- (1) ensuring that the wage determination(s) and appropriate Davis-Bacon clauses and requirements are flowed down to and incorporated into any applicable subcontracts or subrecipient awards.
- (2) being responsible for compliance by any subcontractor or subrecipient with the Davis-Bacon labor standards.
- (3) receiving and reviewing certified weekly payrolls submitted by all subcontractors and subrecipients for accuracy and to identify potential compliance issues.
- (4) maintaining original certified weekly payrolls for 3 years after the completion of the project and must make those payrolls available to the DOE or the Department of Labor upon request, as required by 29 CFR 5.6(a)(2).
- (5) conducting payroll and job-site reviews for construction work, including interviews with employees, with such frequency as may be necessary to assure

compliance by its subcontractors and subrecipients and as requested or directed by the DOE.

(6) cooperating with any authorized representative of the Department of Labor in their inspection of records, interviews with employees, and other actions undertaken as part of a Department of Labor investigation.

(7) posting in a prominent and accessible place the wage determination(s) and Department of Labor Publication: WH-1321, Notice to Employees Working on Federal or Federally Assisted Construction Projects.

(8) notifying the Contracting Officer of all labor standards issues, including all complaints regarding incorrect payment of prevailing wages and/or fringe benefits, received from the recipient, subrecipient, contractor, or subcontractor employees; significant labor standards violations, as defined in 29 CFR 5.7; disputes concerning labor standards pursuant to 29 CFR parts 4, 6, and 8 and as defined in FAR 52.222-14; disputed labor standards determinations; Department of Labor investigations; or legal or judicial proceedings related to the labor standards under this Contract, a subcontract, or subrecipient award.

(9) preparing and submitting to the Contracting Officer, the Office of Management and Budget Control Number 1910-5165, Davis Bacon Semi-Annual Labor Compliance Report, by April 21 and October 21 of each year. Form submittal will be administered through the iBenefits system (<https://doeibenefits2.energy.gov>) or its successor system.

The Recipient must undergo Davis-Bacon Act compliance training and must maintain competency in Davis-Bacon Act compliance. The Contracting Officer will notify the Recipient of any DOE sponsored Davis-Bacon Act compliance trainings. The Department of Labor offers free Prevailing Wage Seminars several times a year that meet this requirement, at <https://www.dol.gov/agencies/whd/government-contracts/construction/seminars/events>.

The Department of Energy has contracted with, a third-party DBA electronic payroll compliance software application. The Recipient must ensure the timely electronic submission of weekly certified payrolls as part of its compliance with the Davis-Bacon Act unless a waiver is granted to a particular contractor or subcontractor because they are unable or limited in their ability to use or access the software.

#### **Davis Bacon Act Electronic Certified Payroll Submission Waiver**

A waiver must be granted before the award starts. The applicant does not have the right to appeal SCEP's decision concerning a waiver request.

For additional guidance on how to comply with the Davis-Bacon provisions and clauses, see <https://www.dol.gov/agencies/whd/government-contracts/construction> and



<https://www.dol.gov/agencies/whd/government-contracts/protections-for-workers-in-construction>.

**Term 45. Buy American Requirement for Infrastructure Projects**

**A. Definitions**

**Components** are defined as the articles, materials, or supplies incorporated directly into the end manufactured product(s).

**Construction Materials** are an article, material, or supply—other than an item primarily of iron or steel; a manufactured product; cement and cementitious materials; aggregates such as stone, sand, or gravel; or aggregate binding agents or additives—that is used in an infrastructure project and is or consists primarily of non-ferrous metals, plastic and polymer-based products (including polyvinylchloride, composite building materials, and polymers used in fiber optic cables), glass (including optic glass), lumber, drywall, coatings (paints and stains), optical fiber, clay brick; composite building materials; or engineered wood products.

**Domestic Content Procurement Preference Requirement-** means a requirement that no amounts made available through a program for federal financial assistance may be obligated for an infrastructure project unless—

(A) all iron and steel used in the project are produced in the United States;

(B) the manufactured products used in the project are produced in the United States; or

(C) the construction materials used in the project are produced in the United States.

Also referred to as the **Buy America Requirement**.

**Infrastructure** includes, at a minimum, the structures, facilities, and equipment located in the United States, for: roads, highways, and bridges; public transportation; dams, ports, harbors, and other maritime facilities; intercity passenger and freight railroads; freight and intermodal facilities; airports; water systems, including drinking water and wastewater systems; electrical transmission facilities and systems; utilities; broadband infrastructure; and buildings and real property; and generation, transportation, and distribution of energy - including electric vehicle (EV) charging.



The term “infrastructure” should be interpreted broadly, and the definition provided above should be considered as illustrative and not exhaustive.

**Manufactured Products** are items used for an infrastructure project made up of components that are not primarily of iron or steel; construction materials; cement and cementitious materials’ aggregates such as stone, sand, or gravel; or aggregate binding agents or additives.

**Primarily of iron or steel** means greater than 50% iron or steel, measured by cost.

**Project-** means the construction, alteration, maintenance, or repair of infrastructure in the United States.

**Public-** The Buy America Requirement does not apply to non-public infrastructure. For purposes of this guidance, infrastructure should be considered “public” if it is: (1) publicly owned or (2) privately owned but utilized primarily for a public purpose. Infrastructure should be considered to be “utilized primarily for a public purpose” if it is privately operated on behalf of the public or is a place of public accommodation.

## **B. Buy America Requirement**

None of the funds provided under this award (federal share or recipient cost-share) may be used for a project for infrastructure unless:

1. All iron and steel used in the project is produced in the United States—this means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States;
2. All manufactured products used in the project are produced in the United States—this means the manufactured product was manufactured in the United States; and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of

the manufactured product has been established under applicable law or regulation; and

3. All construction materials are manufactured in the United States—this means that all manufacturing processes for the construction material occurred in the United States.

The Buy America Requirement only applies to articles, materials, and supplies that are consumed in, incorporated into, or permanently affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought into the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America Requirement apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project.

Recipients are responsible for administering their award in accordance with the terms and conditions, including the Buy America Requirement. The recipient must ensure that the Buy America Requirement flows down to all subawards and that the subawardees and subrecipients comply with the Buy America Requirement. The Buy America Requirement term and condition must be included all sub-awards, contracts, subcontracts, and purchase orders for work performed under the infrastructure project.

### **C. Certification of Compliance**

The Recipient must certify or provide equivalent documentation for proof of compliance that a good faith effort was made to solicit bids for domestic products used in the infrastructure project under this Award.

The Recipient must also maintain certifications or equivalent documentation for proof of compliance that those articles, materials, and supplies that are consumed in, incorporated into, affixed to, or otherwise used in the infrastructure project, not covered by a waiver or exemption, are produced in the United States. The certification or proof of compliance must be provided by the suppliers or manufacturers of the iron, steel, manufactured products and construction materials and flow up from all subawardees, contractors and vendors to the Recipient. The Recipient must keep these

certifications with the award/project files and be able to produce them upon request from DOE, auditors or Office of Inspector General.

#### **D. Waivers**

When necessary, the Recipient may apply for, and DOE may grant, a waiver from the Buy America Requirement. Requests to waive the application of the Buy America Requirement must be in writing to the Contracting Officer. Waiver requests are subject to review by DOE and the Office of Management and Budget, as well as a public comment period of no less than 15 calendar days.

Waivers must be based on one of the following justifications:

1. Public Interest- Applying the Buy America Requirement would be inconsistent with the public interest;
2. Non-Availability- The types of iron, steel, manufactured products, or construction materials are not produced in the United States in sufficient and reasonably available quantities or of a satisfactory quality; or
3. Unreasonable Cost- The inclusion of iron, steel, manufactured products, or construction materials produced in the United States will increase the cost of the overall project by more than 25 percent.

Requests to waive the Buy America Requirement must include the following:

- Waiver type (Public Interest, Non-Availability, or Unreasonable Cost);
- Recipient name and Unique Entity Identifier (UEI);
- Award information (Federal Award Identification Number, Assistance Listing number);
- A brief description of the project, its location, and the specific infrastructure involved;
- Total estimated project cost, with estimated federal share and recipient cost share breakdowns;
- Total estimated infrastructure costs, with estimated federal share and recipient cost share breakdowns;
- List and description of iron or steel item(s), manufactured goods, and/or construction material(s) the recipient seeks to waive from the Buy America Preference, including name, cost,

quantity(ies), country(ies) of origin, and relevant Product Service Codes (PSC) and North American Industry Classification System (NAICS) codes for each;

- A detailed justification as to how the non-domestic item(s) is/are essential the project;
- A certification that the recipient made a good faith effort to solicit bids for domestic products supported by terms included in requests for proposals, contracts, and non-proprietary communications with potential suppliers;
- A justification statement—based on one of the applicable justifications outlined above—as to why the listed items cannot be procured domestically, including the due diligence performed (e.g., market research, industry outreach, cost analysis, cost-benefit analysis) by the recipient to attempt to avoid the need for a waiver. This justification may cite, if applicable, the absence of any Buy America-compliant bids received for domestic products in response to a solicitation; and
- Anticipated impact to the project if no waiver is issued.

The Recipient should consider using the following principles as minimum requirements contained in their waiver request:

- **Time-limited:** Consider a waiver constrained principally by a length of time, rather than by the specific project/award to which it applies. Waivers of this type may be appropriate, for example, when an item that is “non-available” is widely used in the project. When requesting such a waiver, the Recipient should identify a reasonable, definite time frame (e.g., no more than one to two years) designed so that the waiver is reviewed to ensure the condition for the waiver (“non-availability”) has not changed (e.g., domestic supplies have become more available).
- **Targeted:** Waiver requests should apply only to the item(s), product(s), or material(s) or category(ies) of item(s), product(s), or material(s) as necessary and justified. Waivers should not be overly broad as this will undermine domestic preference policies.
- **Conditional:** The Recipient may request a waiver with specific conditions that support the policies of IIJA/BABA and Executive Order 14017.

DOE may request, and the Recipient must provide, additional information for consideration of this waiver. DOE may reject or grant waivers in whole or in part depending on its review, analysis, and/or feedback from OMB or the public. DOE's final determination regarding approval or rejection of the waiver request may not be appealed. Waiver requests may take up to 90 calendar days to process.

#### **Term 46. Affirmative Action and Pay Transparency Requirements**

All federally assisted construction contracts exceeding \$10,000 annually will be subject to the requirements of Executive Order 11246:

- (1) Recipients, subrecipients, and contractors are prohibited from discriminating in employment decisions on the basis of race, color, religion, sex, sexual orientation, gender identity or national origin.
- (2) Recipients and Contractors are required to take affirmative action to ensure that equal opportunity is provided in all aspects of their employment. This includes flowing down the appropriate language to all subrecipients, contractors and subcontractors.
- (3) Recipients, subrecipients, contractors and subcontractors are prohibited from taking adverse employment actions against applicants and employees for asking about, discussing, or sharing information about their pay or, under certain circumstances, the pay of their co-workers.

The Department of Labor's (DOL) Office of Federal Contractor Compliance Programs (OFCCP) uses a neutral process to schedule contractors for compliance evaluations. OFCCP's Technical Assistance Guide<sup>2</sup> should be consulted to gain an understanding of the requirements and possible actions the recipients, subrecipients, contractors and subcontractors must take.

#### **Term 47. Potentially Duplicative Funding Notice**

If the Recipient or subrecipients have or receive any other award of federal funds for activities that potentially overlap with the activities funded under this Award, the Recipient must promptly notify DOE in writing of the potential overlap and state whether project funds (i.e., recipient cost share and federal funds) from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items under this Award. If there are identical cost items, the Recipient must promptly notify the DOE

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<sup>2</sup> See OFCCP's Technical Assistance Guide at:

<https://www.dol.gov/sites/dolgov/files/ofccp/Construction/files/ConstructionTAG.pdf?msclkid=9e397d68c4b111ec9d8c6fecb6c710ec> Also see the National Policy Assurances <http://www.nsf.gov/awards/managing/rtc.jsp>

Contracting Officer in writing of the potential duplication and eliminate any inappropriate duplication of funding.

#### **Term 48. Transparency of Foreign Connections**

During the term of the Award, the Recipient must notify the DOE Contracting Officer within fifteen (15) business days of learning of the following circumstances in relation to the Recipient or subrecipients:

1. The existence of any joint venture or subsidiary that is based in, funded by, or has a foreign affiliation with any foreign country of risk;
2. Any current or pending contractual or financial obligation or other agreement specific to a business arrangement, or joint venture-like arrangement with an enterprise owned by a country of risk or foreign entity based in a country of risk;
3. Any current or pending change in ownership structure of the Recipient or subrecipients that increases foreign ownership related to a country of risk;
4. Any current or pending venture capital or institutional investment by an entity that has a general partner or individual holding a leadership role in such entity who has a foreign affiliation with any foreign country of risk;
5. Any current or pending technology licensing or intellectual property sales to a foreign country of risk; and
6. Any current or pending foreign business entity, offshore entity, or entity outside the United States related to the Recipient or subrecipient.

#### **Term 49. Foreign Collaboration Considerations**

- a. Consideration of new collaborations with foreign organizations and governments. The Recipient must provide DOE with advanced written notification of any potential collaboration with foreign entities, organizations or governments in connection with its DOE-funded award scope. The Recipient must await further guidance from DOE prior to contacting the proposed foreign entity, organization or government regarding the potential collaboration or negotiating the terms of any potential agreement.
- b. Existing collaborations with foreign entities, organizations and governments. The Recipient must provide DOE with a written list of all existing foreign collaborations in which has entered in connection with its DOE-funded award scope.
- c. Description of collaborations that should be reported: In general, a collaboration will involve some provision of a thing of value to, or from, the Recipient. A thing of value includes but may not be limited to all resources made available to, or from, the recipient in support of and/or related to the Award, regardless of whether or not they have monetary value. Things of value also may include in-kind contributions

(such as office/laboratory space, data, equipment, supplies, employees, students). In-kind contributions not intended for direct use on the Award but resulting in provision of a thing of value from or to the Award must also be reported. Collaborations do not include routine workshops, conferences, use of the Recipient's services and facilities by foreign investigators resulting from its standard published process for evaluating requests for access, or the routine use of foreign facilities by awardee staff in accordance with the Recipient's standard policies and procedures.

**U.S. Department of Energy**  
**Energy Efficiency and Conservation Block Grant Program (BIL) Activity File**  
**NARRATIVE INFORMATION WORKSHEET**

**Grant: SE0000144; Recipient: Nashville; Program Year: 2023**

**SEO title :** Energy Efficiency

**Revision status:** Active (pending add)

**1. Activity**

<input type="checkbox"/> Strategy Development	<input type="checkbox"/> Technical Consultant Services	<input type="checkbox"/> Building Energy Audits
<input type="checkbox"/> Financial Incentive Programs	<input type="checkbox"/> Energy Efficiency Retrofits	<input checked="" type="checkbox"/> Energy Efficiency and Conservation Programs for Buildings and Facilities
<input type="checkbox"/> Development and Implementation of Transportation Programs	<input type="checkbox"/> Building Codes and Inspections	<input type="checkbox"/> Energy Distribution Technologies for Energy Efficiency
<input type="checkbox"/> Material Conservation Programs	<input type="checkbox"/> Reduction and Capture of Methane and Greenhouse Gases	<input type="checkbox"/> Traffic Signals and Street Lighting
<input type="checkbox"/> Renewable Energy Technologies on Government Buildings	<input type="checkbox"/> Programs for Financing, Purchasing, and Installing EE-RE, and Zero-Emission Transportation Measures	<input type="checkbox"/> Administrative
<input type="checkbox"/> States Sub-grants to Formula-Ineligible Communities (states only)		

**Blueprints**

Energy Planning
<input checked="" type="checkbox"/> 1. Energy Planning
Efficient Buildings
<input checked="" type="checkbox"/> 2a. Energy Efficiency - Energy Audits and Building Upgrades
<input type="checkbox"/> 2b. Energy Savings Performance Contracts: Energy Efficiency and Electrification in Government Buildings
<input type="checkbox"/> 2c. Building Electrification Campaign
<input type="checkbox"/> 2d. Building Performance Standards & Stretch Codes
Renewables
<input type="checkbox"/> 3a. Solar & Storage - Power Purchase Agreements and Direct Ownership
<input type="checkbox"/> 3b. Community Solar
<input type="checkbox"/> 3c. Solarize Campaign
<input type="checkbox"/> 3d. Renewable Resource Planning for Rural and Tribal Communities
Electric Transportation
<input type="checkbox"/> 4a. Electric Vehicles and Fleet Electrification
<input type="checkbox"/> 4b. EV Charging Infrastructure for the Community
Finance
<input type="checkbox"/> 5. Unlocking Sustainable Financing Solutions for Energy Projects and Programs with Revolving Loan Funds
Workforce
<input type="checkbox"/> 6. Workforce Development

**2. State:** TN

**3. Sectors**

<input type="checkbox"/> Agriculture / Agricultural	<input checked="" type="checkbox"/> Local Government	<input type="checkbox"/> Residential
<input type="checkbox"/> Commercial	<input type="checkbox"/> Low / Limited Income	<input type="checkbox"/> State or Territory Government
<input type="checkbox"/> Higher Education	<input type="checkbox"/> Non-profits	<input type="checkbox"/> Transportation
<input type="checkbox"/> Industrial	<input type="checkbox"/> Not Applicable	<input type="checkbox"/> Tribal / Native American
<input type="checkbox"/> K-12 Schools		

**4. Technology and/or Topic Areas**

<input checked="" type="checkbox"/> Audits and Assessments (Energy, Water, and Process)	<input type="checkbox"/> Environmental Justice
<input type="checkbox"/> Benchmarking	<input type="checkbox"/> Financial Incentives



**U.S. Department of Energy  
Energy Efficiency and Conservation Block Grant Program (EIBG) Activity File  
NARRATIVE INFORMATION WORKSHEET**

**Grant: SE0000144; Recipient: Nashville; Program Year: 2023**

<input type="checkbox"/> Energy Savings Performance Contracting	<input type="checkbox"/> Fuel Cell and Hydrogen Technologies
<input type="checkbox"/> Biofuels	<input type="checkbox"/> Geothermal
<input checked="" type="checkbox"/> Building Energy Codes & Inspection Services	<input type="checkbox"/> Hydropower / Hydrokinetic Power
<input type="checkbox"/> Capital Investments & Financing	<input type="checkbox"/> Not Applicable
<input type="checkbox"/> Biomass	<input type="checkbox"/> On-site Renewable Energy
<input checked="" type="checkbox"/> Clean Energy / Clean Energy Technologies	<input type="checkbox"/> Pedestrian & Bike Infrastructure
<input type="checkbox"/> Commuting Infrastructure	<input type="checkbox"/> Reduce Commuting
<input type="checkbox"/> Distributed Energy Resources	<input type="checkbox"/> Resiliency
<input checked="" type="checkbox"/> Education and Outreach	<input checked="" type="checkbox"/> Retrofits
<input type="checkbox"/> Electric Vehicles and Infrastructure	<input type="checkbox"/> Solar
<input type="checkbox"/> Energy Affordability	<input type="checkbox"/> Workforce Development
<input checked="" type="checkbox"/> Energy Management	<input type="checkbox"/> STEM Education
<input checked="" type="checkbox"/> Energy Audits	<input type="checkbox"/> Storage
<input type="checkbox"/> Energy Certification Programs	<input type="checkbox"/> Strategy Development
<input checked="" type="checkbox"/> Energy Conservation	<input type="checkbox"/> Technical Assistance
<input checked="" type="checkbox"/> Energy Efficiency	<input type="checkbox"/> Traffic Signals & Street Lighting
<input type="checkbox"/> Energy Equity	<input type="checkbox"/> Waste to Energy / Solid Waste Minimization
<input type="checkbox"/> Assessments & Feasibility Studies	<input checked="" type="checkbox"/> Weatherization
<input type="checkbox"/> ENERGY STAR	<input type="checkbox"/> Wind
<input type="checkbox"/> Energy Workforce Training	

**5. Estimated annual energy savings:**  MBtus

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

The Metro Nashville Historic Courthouse(HCH) is managed by Metro Department of General Services and is one of the most iconic buildings in Metro’s portfolio. This 226,538 sq ft building has nine floors and was originally built in 1937 then underwent a renovation from 2003 to 2006. It was the first 1st building with central air conditioning in Davidson County. HCH currently houses the city and county courts as well as the Office of the Mayor and the City Council Chambers in addition to some of Metro’s key departments including Finance and Legal. HCH is one of Metro’s poorest performing facilities with an Energy Utilization Index of 144. In comparison, similar building type should be performing at an EUI of 86.3. The building’s energy supply is both electricity from Nashville Electric Service and steam and chilled water from Metro’s District Energy System(DES). The energy retrofit project includes two energy reduction and cost savings interventions: 1. Replacing the lower efficient incandescent and CFLs lamps to LED lamps which will result in over 15% electricity consumption and 18% in electricity cost. The annual electricity consumption is 2,542,200kWh (CY2022) and annual cost of \$240,530(CY2022) so the reduction would result in a 450,788kWh annual consumption reduction and \$35,059.81 annual cost savings. 2. Improve the thermal efficiency of the building and minimize air leakage into the building which would result in at least 5% overall total energy consumption and cost savings. The total energy consumption (electricity and DES) is 32,589,449 kBtu (CY2022) and annual cost of \$ 609,451.17 (CY2022) so the reduction would result in a 5.4% annual consumption reduction and 8.8% annual cost savings.

The Department of General Services benchmarks and reports monthly energy consumption so once the EECBG projects are completed, the department will track the on-going results. In addition, the department will maintain the energy upgrades throughout the facilities lifecycle. The Department of General Services’ standard is to improve energy efficiency in its building portfolio; therefore, after the projects proposed for the EECBG grant are completed, the department will continue to implement additional energy conservation measures to further reduce consumption and costs.

METRO plans to conduct ASHRAE audit and subsequent final report will provide more information for the controls and building envelope scope. Depending on the ECM recommendations in that report, this will guide what is feasible for our project. Once those upgrades have been implemented, we will track our savings through a regular analysis of our utility bills.

**7. Activity milestones**

**U.S. Department of Energy**  
**Energy Efficiency and Conservation Block Grant Program (BIL) Activity File**  
**NARRATIVE INFORMATION WORKSHEET**

**Grant: SE0000144; Recipient: Nashville; Program Year: 2023**

**8. Activity performance metrics**

a. Specific metric activity (required)\*\*

1. Retrofits

**9. Activity funds by source**

a. EECBGBIL grant (all funds in the approved budget)

Fund Source	Planned Amount
Federal	
Fund Source Type: Federal	\$644,440.00
<b>Total</b>	<b>\$644,440.00</b>

b. Leveraged funds anticipated (outside approved budget)

Fund Source	Planned Amount
<i>No records found</i>	
<b>Total</b>	<b>\$0.00</b>

\*Please use additional pages if more space is needed.

\*\*Mandatory requirement



# Federal Assistance Reporting Checklist

Attachment 2		
1. Award Number: DE-SE0000144.0000	2. Program/Project Title: State Energy Program	
3. Recipient: NASHVILLE & DAVIDSON COUNTY, METROPOLITAN GOVERNMENT OF		
4. Reporting Requirements (see also the Special Instructions)	Frequency	Addresses
<b>I. PROJECT MANAGEMENT REPORTING</b>		
<input checked="" type="checkbox"/> A. Performance Report	Q	A. <a href="https://www.page.energy.gov">https://www.page.energy.gov</a>
1. Status and Milestones		
2. Quantitative		
3. Narrative		
<input checked="" type="checkbox"/> B. Financial Report (SF-425)	Q	B. <a href="https://www.page.energy.gov">https://www.page.energy.gov</a>
<input checked="" type="checkbox"/> C. Other (see Special Instructions)	A5	C. See Special Instructions
<b>II. AWARD MANAGEMENT REPORTING</b>		
<input checked="" type="checkbox"/> A. Tangible Personal Property Report - Annual Property Report (SF-428 & SF-428A)	A5	A. Send Email to DOE Project Officer
<input checked="" type="checkbox"/> B. Tangible Personal Property Report – Disposition Request/Report (SF-428 & SF-428C)	Y	B. <a href="https://www.page.energy.gov">https://www.page.energy.gov</a>
<input type="checkbox"/> C. Uniform Commercial Code (UCC) Financing Statements	A5	C. <a href="https://www.page.energy.gov">https://www.page.energy.gov</a>
<input checked="" type="checkbox"/> D. Federal Subaward Reporting System (FSRS)	A5	D. See section II. D. for instructions and due dates
<input type="checkbox"/> E. Annual Incurred Cost Proposal	A5	E. <a href="#">FSRS</a>
<input checked="" type="checkbox"/> F. Single Audit: States, Locals, Tribal Governments, and Non-Profits	Y180	F. See section II. F. for instructions and due dates
<input checked="" type="checkbox"/> G. Other (see Special Instructions)	O	G. See section II. G. for instructions and due dates
1. Annual Historic Preservation Report	Q	G1. Submit via <a href="https://www.page.energy.gov">https://www.page.energy.gov</a>
<input checked="" type="checkbox"/> H. Davis Bacon	Y	H1. <a href="https://www.page.energy.gov">https://www.page.energy.gov</a>
1. Semi-Annual Davis Bacon		H2. <a href="https://www.page.energy.gov">https://www.page.energy.gov</a>
2. Weekly Payroll report	S	
	W	
<b>III. CLOSEOUT REPORTING</b>		
<input checked="" type="checkbox"/> A. Tangible Personal Property Report – Final Report (SF-428 & SF-428B)	F	A. <a href="https://www.page.energy.gov">https://www.page.energy.gov</a>
<input checked="" type="checkbox"/> B. Other (see Special Instructions)	F	B. See Special Instructions



# Federal Assistance Reporting Checklist

4. Reporting Requirements (see also the Special Instructions)	Frequency	Addresses
<p><b>IV. Bipartisan Infrastructure Law Reporting</b></p> <p><input checked="" type="checkbox"/> A. Quality Job Creation</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> 1. Direct Jobs</li> <li><input checked="" type="checkbox"/> 2. Good Jobs</li> <li><input checked="" type="checkbox"/> 3. Permanent Jobs</li> </ul> <p><input checked="" type="checkbox"/> B. Equity and Justice</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> 1. Community Engagement Process</li> <li><input checked="" type="checkbox"/> 2. Engagement Events and Technical Assistance</li> </ul> <p><input checked="" type="checkbox"/> C. Pathway to Net-Zero</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> 1. Infrastructure Supported</li> <li><input checked="" type="checkbox"/> 2. Energy Saved</li> </ul> <p><input checked="" type="checkbox"/> D. One-Time Location Report</p>	<p><b>A5</b></p> <p><b>Y</b></p> <p><b>Y</b></p> <p><b>Y</b></p> <p><b>1</b></p>	<p>A.1. See Section V.D.I for instructions and due dates</p> <p>A.2. <a href="https://www.page.energy.gov">https://www.page.energy.gov</a></p> <p>A.3. <a href="https://www.page.energy.gov">https://www.page.energy.gov</a></p> <p>B. <a href="https://www.page.energy.gov">https://www.page.energy.gov</a></p> <p>C. <a href="https://www.page.energy.gov">https://www.page.energy.gov</a></p> <p>D. <a href="https://www.page.energy.gov">https://www.page.energy.gov</a></p>

**FREQUENCY CODES AND DUE DATES:**

- A5 – As Specified or within five (5) calendar days after the event.**
- F – Final; within 120 calendar days after expiration or termination of the award.**
- O – Other: See instructions for further details.**
- P – Post-project (after the period of performance); within five (5) calendar days after the event, or as specified.**
- Q – Quarterly; within 30 calendar days after the end of the federal fiscal year quarter.**
- S – Semiannually; within 30 days after end of the reporting period.**
- Y – Yearly; within 90 calendar days after the end of the federal fiscal year.**
- Y180 – Yearly; within 180 calendar days after the close of the recipient’s fiscal year.**
- W – Weekly; within 7 days of the payroll**
- 1 – One time report**

**FULL URLS:**

- OSTI E-Link:** <http://www.osti.gov/elink-2413>
- OSTI E-Link Datasets:** <https://www.osti.gov/elink/2416-submission.jsp>
- DOE CODE:** <https://www.osti.gov/doecode/>
- iEdison:** <http://www.iedison.gov>
- EERE PMC:** <https://www.eere-pmc.energy.gov/SubmitReports.aspx>
- FSRS:** <https://www.fsr.gov>
- PAGE:** <https://www.page.energy.gov>

**Special Instructions:**

**G.1 Quarterly National Environmental Policy Act (NEPA) Logs**

All activities involving ground disturbance will require quarterly NEPA log submittals. Template NEPA logs can be found at [www.energy.gov/node/4816816](http://www.energy.gov/node/4816816). NEPA logs must be submitted to [EECBG.NEPA@ee.doe.gov](mailto:EECBG.NEPA@ee.doe.gov) and the DOE Project Officer every quarter. NEPA logs must be submitted for all ground disturbing activities, including activities conducted by the sub-recipient.

**G.2 Annual Historic Preservation Reports**

Activities utilizing the Historic Preservation Programmatic Agreements must submit an annual Historic Preservation report. Reports are due September 15. Forms can be found on, and submitted through, the DOE PAGE platform found at [www.page.energy.gov/](http://www.page.energy.gov/). The Historic Preservation report must be submitted for all activities including activities conducted by the sub-recipient.



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## Reporting Instructions

**\*\*\* Throughout the performance of the project, it is important that you mark Protected Data/Limited Rights Data as described in Appendix A. It is equally important that you not submit Protected Personally Identifiable Information (Protected PII) to DOE. See Appendix A for guidance on Protected PII. \*\*\***

### I. Project Management Reporting

#### A. Performance Report

Submit to:	<a href="https://www.page.energy.gov">https://www.page.energy.gov</a>
Submission deadline:	Within 30 calendar days after the end of the quarterly reporting period (January 30, April 30, July 30, October 30)

Every quarter the prime recipient is required to submit a Performance Report for the project. This report summarizes the entirety of work performed by the prime recipient, subrecipients, and contractors. The Performance Report contains qualitative information on the project progress and captures quantitative information on the project progress. The PR must include the following information. Your DOE project team will provide a form for submission.

#### 1. Organizations

Identify all subrecipients, contractors, U.S. National Laboratories, partners, and collaborating organizations. Recipients must also include all foreign collaborators as outlined in the Foreign Collaboration Considerations term of the award Terms and Conditions. For each, provide name, UEI, zip code or latitude/longitude, role in the project, contribution to the project, and start and end date.

#### 2. Tasks and Milestones

Enter all tasks and milestones identified in your activity file. Each reporting period, update the status of the task/milestone, the physical percent complete, and, when applicable, the actual month complete.

#### 3. Contractual Cost Summary

For each subrecipient and contractor working on the project (excluding FFRDCs), provide a summary of the work, approved budget, and actual expenses.

#### 4. Cost Summary



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Using your approved budget, enter the project costs by budget category and report actual expenses each quarter. Also include budgeted and actual recipient cost share.

### 5. Spend Plan

For both federal and recipient cost share, enter the planned spending for the entire project period. Planned spend means when the project team anticipates incurring costs. Each quarter, update with actual federal and recipient spend.

### 6. Metrics

Report on your primary process metric selected and any additional metrics that are applicable to your project. Please refer to the [EECBG Program Process Metrics, EECBG-BIL-Reporting-Guidance.pdf \(energy.gov\)](#), and the [Eligible Activity Areas and their Recommended Process Metrics \(energy.gov\)](#) per your activity.

### 7. Products – Can be uploaded as an attachment to the PAGE performance report

#### What has the project produced?

List any products resulting from the project during the reporting period. Specific product submission instructions can be found in . Examples of products include: publications, conference papers, and presentations; website(s); technologies or techniques; ; and other products, such as data or databases, physical collections, audio or video products, software or NetWare, models, educational aids or curricula, instruments or equipment, research material, interventions (e.g., clinical or educational), new business creation or any other public release of information related to the project.

#### a. Publications, conference papers, and presentations

Report the publication(s) resulting from the work under this award.

Please note: Recipients must use the DOE acknowledgement and legal disclaimer language as described in the Special Terms and Conditions.

The recipient is reminded that all data produced under the award should comply with the award's data management plan (DMP). The DMP provides a plan for making all research data displayed in publications resulting from the proposed work digitally accessible at the time of publication. At a minimum, the DMP (1) describes how data sharing and preservation will enable validation of the results from the proposed work, how the results could be validated if data are not shared or preserved and (2) has a plan for making all research data displayed in publications resulting from the proposed work digitally accessible at the time of publications.





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### i. **Publications, conference papers and presentations**

Identify any other publications, conference papers and/or presentations not reported above. Specify the status of the publication as noted above.

### b. **Website(s)**

List the URL for any Internet site(s) that disseminates the results of the research activities. A short description of each site should be provided. It is not necessary to include the publications already specified above in this section.

### c. **Other products**

Identify any other significant products that were developed under this project. Describe the product and how it is being shared. Examples of other products are: Data or databases; Physical collections; Audio or video products; Software or NetWare; Models; Educational aids or curricula; Instruments or equipment; Research material (e.g., germplasm, cell lines, DNA probes, animal models); Interventions (e.g. clinical, educational); new business creation; and Other.

## 8. Participants

The following information on participants (individuals) was provided during award negotiations. This can be updated in the awards contacts section in <https://www.page.energy.gov>. On a (quarterly/semi-annual/annual) basis, provide updates as needed. For most projects, recipients must identify and provide specific information for the following individuals at the prime and subrecipient level: (1) all senior and key personnel (including project director(s)/principal investigator(s)); and (2) each person who has worked or is expected to work at least 160 hours on the project at least one person month per year on the project regardless of the source of compensation (a person month equals approximately 160 hours of effort). In limited circumstances, typically large-scale construction projects, recipients are only required to report on (1) senior and key personnel for the prime recipient and subrecipients. Please refer to the Participants and Other Collaborating Organizations Term in your award Terms and Conditions to determine what level of reporting is required for your specific award.

### a. **What individuals have worked on the project?**

Provide the following information for individuals at the prime recipient and subrecipient level: (1) all senior and key personnel; and (2) each person who has worked or is expected to work at least one person month per year on the project regardless of the source of compensation (a person month equals approximately 160 hours of effort). This information can be added as an attachment in the <https://www.page.energy.gov> document library.

- i. Name
- ii. Organization



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- iii. Job Title
- iv. Role in the project
- v. Start and end date (month and year) working on the project
- vi. State, U.S. territory, and/or country of residence
- vii. Whether this person collaborated with an individual or entity located in a foreign country in connection with the scope of this Award, and
- viii. If yes to a.vii, whether the person traveled to the foreign country as part of that collaboration, and, if so, where and what the duration of stay was.

### 9. Special Reporting Requirements

Respond to any special reporting requirements specified in the award terms and conditions, as well as any award specific reporting requirements.

### 10. Qualitative reporting requirements

In this section, provide any additional description about the project. Can include details on impact, changes or issues, achievements, or more.

### B. Financial Report SF-425 Federal Financial Report

Submit to:	<a href="https://www.page.energy.gov">https://www.page.energy.gov</a>
Submission deadline:	Within 30 calendar days after the end of the quarterly reporting period (January 30, April 30, July 30, October 30) <b>and</b> within 120 calendar days after expiration or termination of the award

Every quarter the prime recipient is required to submit a completed SF-425 for the project to DOE, covering the entirety of work performed by the prime recipient, subrecipients, and contractors – to DOE. A fillable version of the SF-425 is available at [Post-Award Reporting Forms | GRANTS.GOV](#).

### C. Other (see Special Instructions)

Submit to:	<a href="https://www.page.energy.gov">https://www.page.energy.gov</a>
Submission deadline:	Within five (5) calendar days after the event, or as specified

## II. Award Management Reporting

### A. Tangible Personal Property Report – Annual Property Report (SF-428 & SF-428A)

Submit to:	<a href="#">Send Email to DOE Project Officer</a>
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Submission deadline:	Within 90 calendar days after the end of the annual reporting period
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The prime recipient must submit an annual inventory of federally-owned property (government-furnished) where the award specifies that title to the property vests with the federal government, whether it is in the possession of the prime recipient or subrecipient(s). The prime recipient must complete an SF-428 and SF-428A, available at [Post-Award Reporting Forms | GRANTS.GOV](#).

### B. Tangible Personal Property Report – Disposition Request/Report (SF-428 & SF-428C)

Submit to:	<a href="https://www.page.energy.gov">https://www.page.energy.gov</a>
Submission deadline:	Within 5 calendar days of the event or as specified

The prime recipient must request disposition instructions for or report disposition of federally-owned property or equipment acquired with project funds, whether the property or equipment is/was in the possession of the prime recipient or subrecipient(s). Recipients may also be required to provide compensation to the awarding agency when acquired equipment is sold or retained for use on activities not sponsored by the federal government. Any equipment with an acquisition cost above \$5,000 must be included in the inventory.

If disposition occurs at any time other than award closeout (i.e., at any time throughout the life of the project or after project completion and closeout as long as the federal government retains an interest in the item), the prime recipient must complete an SF-428 and SF-428C, available at [Post-Award Reporting Forms | GRANTS.GOV](#)

If disposition instructions are requested at the time of award closeout, the prime recipient must submit the SF-428 and SF-428B (see **III. Closeout Reporting**).

Only the DOE Contracting Officer has authority to approve disposition requests and issue disposition instructions.

### C. Uniform Commercial Code (UCC) Financing Statements

Submit to:	<a href="#">Send Email to DOE Project Officer</a>
Submission deadline:	Within five (5) calendar days after the event, or as specified.

If a for-profit recipient or subrecipient desires to purchase a piece of equipment for their project, and the per-unit dollar value of said equipment is \$5,000 or more, and the federal share of the financial assistance agreement is more than \$1M, the recipient or subrecipient must file a UCC financing statement.



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A UCC financing statement provides public notice that the federal government has an undivided reversionary interest in the equipment, and as such the equipment cannot be sold or used as collateral for a loan (encumbered).

The for-profit recipient or subrecipient must file the UCC financing statement(s) with the Secretary of State where the equipment will be physically located and must pay any associated costs for such filings.

The initial UCC financing statement may also be referred to as a UCC1. For additional pieces of equipment not specified in the award budget, TBD equipment, or equipment needed in future budget periods, the recipient can file an amendment to the original UCC1 financing statement, by submitting the UCC3 financing statement amendment.

Each UCC financing statement or amendment is to be filed with the appropriate Secretary of State office, where the equipment will be physically located.

Note: All costs associated with filing UCC financing statements, UCC financing statement amendments, and UCC financing statement terminations, are allowable and allocable costs which can be charged to the federal award.

At a minimum, the recipient must have stated in their UCC financing statement in block 4. (collateral) the following:

- “Title to all equipment (not real property) purchased with federal funds under this financial assistance agreement is conditional pursuant to the terms of 2 CFR 910.360, and the federal government retains an undivided reversionary interest in the equipment at the federal cost-share proportion specified in the award terms and conditions.”
- Federal Award Identification Number (e.g., DE-EE000XXXX)

### D. Federal Subaward Reporting System (FSRS)

Submit to:	<a href="https://www.fsr.gov/">https://www.fsr.gov/</a>
Submission deadline:	The prime recipient is required to file a FFATA sub-award report by the end of the month following the month in which the prime recipient awards any sub-grant greater than or equal to \$30,000.

The Federal Subaward Reporting System (FSRS) is the reporting tool prime recipients use to capture and report subaward and executive compensation data regarding their first-tier subrecipients to meet the FFATA reporting requirements. Prime recipients will report against subrecipients' awards. The subrecipient information entered in FSRS will then be displayed on [USASpending.gov](https://www.usaspending.gov) associated with the prime recipient's award furthering federal spending transparency.



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The prime recipient is required to file a FFATA sub-award report by the end of the month following the month in which the prime recipient awards any sub-award greater than or equal to \$30,000.

### E. Annual Incurred Cost Proposals

Submit to:	<p>If DOE is the Cognizant Federal Agency, send the Annual Incurred Cost Proposal to one of the following offices:</p> <ul style="list-style-type: none"> <li>• <a href="mailto:CostPrice@ee.doe.gov">CostPrice@ee.doe.gov</a> (if the Golden Field Office is Cognizant);</li> <li>OR</li> <li>• <a href="mailto:IndirectRates@hq.doe.gov">IndirectRates@hq.doe.gov</a> (if OCED is Cognizant)</li> <li>• <a href="mailto:PricingGroup@netl.doe.gov">PricingGroup@netl.doe.gov</a> (if NETL is Cognizant)</li> </ul> <p>Otherwise, submit the proposal to the Recipient's appropriate Cognizant Federal Agency office.</p>
Submission deadline:	<p>Within 180 calendar days after the close of the recipient's fiscal year*</p> <p>*The end of the period of the performance, or closure of an award, does not dismiss this reporting requirement.</p>

Prime recipients must submit a certified annual Incurred Cost Proposal (ICP), reconciled to its financial records, in order to finalize and reconcile billing rates incurred and billed to the Government.

An ICP submission is required unless one of the following conditions apply to the DOE award:

- Recipient elected to apply the 10% de minimis rate as allowed under 2 CFR 200.414(f); or
- Recipient has a pre-determined Negotiated Indirect Cost Rate Agreement (NICRA).

### F. Single Audit: States, Local Government, Tribal Governments, Institution of Higher Education (IHE), or Non-Profit Organization

Submit to:	<p>Federal Audit Clearinghouse -</p> <p><a href="https://harvester.census.gov/facweb/Default.aspx">https://harvester.census.gov/facweb/Default.aspx</a></p>
Submission deadline:	<p>Within the earlier of 30 days after receipt of the auditor's report(s) or 9 months after the end of the audit period (recipient's fiscal year-end)*</p> <p>*The end of the period of the performance, or closure of an award, does not dismiss this reporting requirement.</p>

As required by 2 CFR 200 Subpart F, non-federal entities that expend \$750,000 or more during the non-federal entity's fiscal year in federal awards must have a single or program-specific audit conducted. The single audit must be conducted in accordance with §200.514 Scope of audit, except when it elects to have a program-specific audit conducted.



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For most single audits, the requirement is for annual single audits. However, there are occasions where a single audit is not required annually. Per 2 CFR 200.504 - Frequency of audits, a state, local government, or Indian tribe that is required by constitution or statute to undergo its audits less frequently than annually, is permitted to undergo its audits biennially. Also, any nonprofit organization that had biennial audits for all biennial periods ending between July 1, 1992, and January 1, 1995, is permitted to undergo its single audits biennially.

For a program-specific audit, when a recipient expends federal award funds under only one federal program (excluding R&D) and the federal program's statutes, regulations, or the terms and conditions of the federal award do not require a financial statement audit of the auditee, the auditee may elect to have a program-specific audit conducted. A program-specific audit may not be elected for R&D unless all of the federal awards expended were received from the same federal agency, or the same federal agency and the same pass-through entity, and that federal agency, or pass-through entity in the case of a subrecipient, approves in advance a program-specific audit.

The single audit report shall include audited financial statements.

### G. National Environmental Policy Act (NEPA) Reporting

Submit to:	Historic Preservation report: <a href="https://www.page.energy.gov">https://www.page.energy.gov</a>
Submission deadline:	Historic Preservation reports: September 15 of each year

Activities utilizing the Historic Preservation Programmatic Agreements must submit an annual Historic Preservation report. Reports are due September 15 of each year. Forms can be found on and submitted through the DOE PAGE platform found at [www.page.energy.gov/](http://www.page.energy.gov/). The Historic Preservation report must be submitted for all activities including activities conducted by the sub-recipient.

### H. Davis Bacon Reporting

Submit to:	<a href="https://www.page.energy.gov">https://www.page.energy.gov</a>
Submission deadline:	Within 7 days of each pay period and Semi-annually

- a. The DBA applies to contractors and subcontractors of the recipient or sub-recipients for contracts more than \$2,000 for the construction, alteration, and/or repair of public buildings or public works, including painting and decorating, where the United States or the District of Columbia is a direct party to the contract. Contractors and subcontractors funded in whole or in part under this Award shall pay their laborers and mechanics wages at rates not less than those



## Federal Assistance Reporting Checklist

prevailing on similar projects in the locality, as determined by the Secretary of Labor in accordance with subchapter IV of chapter 31 of title 40, United States Code commonly referred to as the Davis-Bacon Act (DBA).

- b. EECBG Program formula grant recipients will also be required to undergo DBA compliance training and maintain competency in DBA compliance. The Contracting Officer will notify the recipient of any DOE-sponsored DBA compliance trainings. DOL offers free Prevailing Wage Seminars several times a year that meet this requirement, at:  
<https://www.dol.gov/agencies/whd/governmentcontracts/construction/seminars/events>
- c. Weekly Payroll Report
  - i. EECBG prime recipients (grantees) must maintain an accurate record of hours worked and wages paid, including fringe benefit contributions, and submit certified payrolls on a weekly basis to DOE. Grantees are also responsible for tracking and maintain DBA records for all subcontractors and sub-recipients. Examples of labor compliance platforms available to help grantees streamline DBA reporting by contractors and subcontractors include: LCPtracker, eMARS, Elation Systems, and other third-party systems
  - ii. EECBG Program recipients must ensure the timely electronic submission of weekly certified payrolls through the DOE-provided DBA software application as part of its compliance with the Davis-Bacon Act unless a waiver is granted to a particular contractor or subcontractor because it is unable or limited in its ability to use or access. Applicants should indicate if they will seek a waiver.
- d. Semi-Annual Compliance and Enforcement Report
  - i. EECBG grantees must submit semi-annual reports on compliance with the enforcement of the labor standards provision of the Davis-Bacon Act and its related acts covering the periods of October 1 through March 31 and April 1 through September 30
  - ii. Examples of labor compliance platforms available to help grantees streamline DBA reporting by contractors and subcontractors include: LCPtracker, eMARS, Elation Systems, and other third-party systems For more information about labor laws to include Davis Bacon Act and Build American Buy American contact [BILLabor@hq.doe.gov](mailto:BILLabor@hq.doe.gov).

### III. Closeout Reporting

#### A. Tangible Personal Property Report – Final Report (SF-428 & SF-428B)

Submit to:	<a href="https://www.page.energy.gov">https://www.page.energy.gov</a>
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Submission deadline:	Within 120 calendar days after expiration or termination of the award
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The prime recipient must submit a final inventory of and request disposition instructions for any federally-owned property and/or property or equipment acquired with project funds with an acquisition cost above \$5,000, whether the property is/was in the possession of the prime recipient or subrecipients.

The prime recipient must complete an SF-428 and SF-428B, available at [Post-Award Reporting Forms | GRANTS.GOV](#).

If disposition occurs at any time other than award closeout, the prime recipient must complete an SF-428 and SF-428C (see IV. Other Reporting H. Property Disposition Request/Report).

Only the DOE Contracting Officer has authority to approve disposition requests and issue disposition instructions.





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### B. Other (see Special Instructions)

Submit to:	<a href="https://www.page.energy.gov">https://www.page.energy.gov</a>
Submission deadline:	Within 120 calendar days after expiration or termination of the award

## IV. BIL Reporting

### A. Quality Job Creation

#### 1. Direct Jobs

Submit to:	<a href="https://www.page.energy.gov">https://www.page.energy.gov</a> <a href="#">Consult DOE Project team for the announcement of the Davis Bacon Reporting Tool</a>
Submission deadline:	Weekly

This award is funded under Division D of the Bipartisan Infrastructure Law (BIL). All laborers and mechanics employed by the recipient, subrecipients, contractors or subcontractors in the performance of construction, alteration, or repair work in excess of \$2000 on an award funded directly by or assisted in whole or in part by funds made available under this award shall be paid wages at rates not less than those prevailing on similar projects in the locality, as determined by the Secretary of Labor in accordance with subchapter IV of chapter 31 of title 40, United States Code commonly referred to as the "Davis-Bacon Act" (DBA).

The Recipient must ensure the timely electronic submission of weekly certified payrolls to a third-party DBA electronic payroll compliance software application unless a waiver is granted to a particular contractor or subcontractor because they are unable or limited in their ability to use or access the software. Please refer to section II.H. for information on Davis Bacon Act Reporting.

#### 2. Good Jobs

Submit to:	<a href="https://www.page.energy.gov">https://www.page.energy.gov</a>
Submission deadline:	Yearly; within 30 calendar days after the end of the federal fiscal year

Recipients must complete and upload the jobs template (coming soon) that will be available for download from the PAGE site or the EECBG formula application hub on an annual basis. Once



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available, the report will be uploaded to the PAGE document library. The report focuses on good jobs provided to employees through EECBG Program funds.

### 3. Permanent Jobs

Submit to:	<a href="https://www.page.energy.gov">https://www.page.energy.gov</a>
Submission deadline:	Quarterly; within 30 calendar days after the end of the federal fiscal year quarter

All BIL funding recipients who are creating ongoing operations, maintenance, and production jobs should report the number of hires for each reporting period and associated demographic information.

Permanent Jobs reporting shall be submitted in the form provided by the DOE Project Team. This report is coming soon.

### B. Equity and Justice

Submit to:	<a href="https://www.page.energy.gov">https://www.page.energy.gov</a>
Submission deadline:	(Quarterly/Semi-annually/Annually); within 30 calendar days after the end of the federal fiscal year quarter

The Equity and Justice reports are imbedded in the process metrics as part of the performance report. Please report on these as part of the process metric reporting.

Equity and Justice reporting shall be submitted in the form provided by the DOE Project Team.

#### 1. Community Engagement Process

This report applies to all projects that include building, expanding, or retrofitting a facility. Recipients should report on engagement activities such as participatory research, citizen advisory committees, open planning forums, etc. and the outputs of those activities such as memorandums of understanding, letters of support, etc. Information in this tab should reflect the objectives.

#### 2. Engagement Events and Technical Assistance

This report applies to all projects that hold stakeholder engagement events. Recipients are required to report on stakeholders engaged and from what, if any, communities of interest.

### C. Pathways to Net Zero

Submit to:	<a href="https://www.page.energy.gov">https://www.page.energy.gov</a>
Submission deadline:	<b>As Specified</b> , within 30 calendar days after the end of the first quarterly reporting period; <b>Yearly</b> ; within 90 calendar days after the end of the federal fiscal year and <b>Final</b> ; within 120 calendar days after expiration or termination of the award.



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Pathways to Net Zero Reports will be imbedded in the process metrics as part of the performance reports. Please report on these as part of the process metrics reporting.

There are four reports associated with Pathways to Net Zero. While all four reports are included on the same form, all four reports are not applicable to each project. Refer to the checklist at the beginning of this document for applicability.

Pathways to Net Zero reporting shall be submitted in the form provided by the DOE Project Team.

## 1. Infrastructure Supported

This report applies to projects that build, retrofit, retool, repurpose, or otherwise support the construction or continued operation of energy generation, energy storage, or other clean energy infrastructure. Projects that fund infrastructure planning should also report.

Recipients are required to report on planned values, annual actual values for the life of project, and values at closeout. This report is structured by technology type, recipients need only complete the technology type applicable to their project as indicated by the DOE project team.

## 2. Energy Saved

This report applies to all projects that include energy efficiency upgrades or fuel switching, water conservation upgrades that save energy, or distributed energy resources. Recipients are required to report on interventions completed as well as planned and actual energy savings.

## D. One Time Location Report

Submit to:	<a href="https://www.page.energy.gov">https://www.page.energy.gov</a>
Submission deadline:	One time

In addition to the quarterly, semi-annually, and annually reporting of metrics, there is a one-time special status report requirement for recipients with projects that take place in specific physical locations. The eligible activities that would be most applicable to the One-time Location Report are noted in Attachment 2. This report is required for all EECBG Program formula recipients pursuing activities mapped to this report, including projects benefitting disadvantaged communities. This report would be best completed during the first year of the award.

## V. Appendix A: Notice To Recipients (Prime Recipients And Subrecipients) Regarding Protected Data, Limited Rights Data And Protected Personally Identifiable Information



# Federal Assistance Reporting Checklist

## I. PROTECTED DATA AND LIMITED RIGHTS DATA

The recipient is required to mark protected data and limited rights data in accordance with the IP clause set of the award agreement. Failure to properly mark data may result in its public disclosure under the Freedom of Information Act (FOIA, 5 U.S.C. § 552) or otherwise.

### A. Protected Data - Technical Data or Commercial or Financial Data First Produced in the Performance of the Award

The U.S. Government normally retains unlimited rights in any technical data or commercial or financial data produced in performance of Government financial assistance awards, including the right to distribute to the public.

However, under certain DOE awards, the recipient may mark certain categories of data produced under the award as protected from public disclosure for a period of time ("Protected Data"). If the award agreement provides for protected data and the recipient wants the data to be protected, the recipient must properly mark any documents containing Protected Data. The recipient should review the IP clause set of the award agreement to determine the applicability of protected data, the maximum length of period of time for data protection and the required markings that must be used to invoke data protection for the award.

### B. Limited Rights Data - Data Produced Outside of the Award at Private Expense

Limited Rights Data is data (other than computer software) developed at private expense outside any Government financial assistance award or contract that embody trade secrets or are commercial or financial and confidential or privileged. Prior to including any Limited Rights Data in any documents to DOE, the recipient should review the award agreement. In most DOE awards, the recipient should not deliver any limited rights data to DOE if the recipient wants to protect the Limited Rights Data. If the DOE award does allow and require the delivery of limited rights data, then the recipient must properly mark any documents containing Limited Rights Data as set forth in the IP clause of the award agreement.

## II. PROTECTED PERSONALLY IDENTIFIABLE INFORMATION

The recipient should not include any Protected Personally Identifiable Information (Protected PII) in their submissions to DOE. Protected PII is defined as any data that, if compromised, could cause harm to an individual such as identify theft. Protected PII includes, but is not limited to:

- Social Security Numbers in any form;
- Place of Birth associated with an individual;
- Date of Birth associated with an individual;



U.S. DEPARTMENT OF  
**ENERGY**

## Federal Assistance Reporting Checklist

- Mother's maiden name associated with an individual;
- Biometric record associated with an individual;
- Fingerprint;
- Iris Scan;
- DNA;
- Medical history information associated with an individual;
- Medical conditions, including history of disease;
- Metric information, e.g., weight, height, blood pressure;
- Criminal history associated with an individual;
- Ratings;
- Disciplinary actions;
- Passport number;
- Educational transcripts;
- Financial information associated with an individual;
- Credit card numbers; and
- Security clearance history or related information (not including actual clearances held).

**BUDGET INFORMATION - Non-Construction Programs**

1. Program/Project Identification No. SE0000144		2. Program/Project Title Energy Efficiency and Conservation Block Grant Program – Bipartisan Infrastructure Law 2021	
3. Name and Address Nashville 730 President Ronald Reagan Way Nashville, TN 372100000		4. Program/Project Start Date 07/01/2023	5. Completion Date 06/30/2025

**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. Federal	81.128	\$ 0.00		\$ 644,440.00		\$ 644,440.00
2.						
3.						
4.						
5. TOTAL		\$ 0.00	\$ 0.00	\$ 644,440.00	\$ 0.00	\$ 644,440.00

**SECTION B - BUDGET CATEGORIES**

6. Object Class Categories	Grant Program, Function or Activity				Total (5)
	(1) DOE	(2)	(3)	(4)	
a. Personnel	\$ 0.00				\$ 0.00
b. Fringe Benefits	\$ 0.00				\$ 0.00
c. Travel	\$ 0.00				\$ 0.00
d. Equipment	\$ 0.00				\$ 0.00
e. Supplies	\$ 536,745.28				\$ 536,745.28
f. Contract	\$ 95,745.00				\$ 95,745.00
g. Construction	\$ 0.00				\$ 0.00
h. Other Direct Costs	\$ 11,949.72				\$ 11,949.72
i. Total Direct Charges	\$ 644,440.00				\$ 644,440.00
j. Indirect Costs	\$ 0.00				\$ 0.00
k. Totals	\$ 644,440.00				\$ 644,440.00
7. Program Income	\$ 0.00				\$ 0.00

**U.S. Department of Energy**  
**BUDGET INFORMATION REMARKS**

**(Grant Number: SE0000144)**

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**Remarks**

Costs are being defined based on historical data for similar previous projects. However, Actual costs will be allocated based on the quotes received from the vendors

**Intellectual Property Provisions (NRD-821)  
Nonresearch and Development**

Intellectual property rights are subject to 2 CFR 200.315 (e.g. institution of higher education or nonprofit organizations) or 2 CFR 910.362 (e.g. for-profit).



**EECBG Program: Energy Efficiency and Conservation Strategy Template for Local Governments Attachment 5**

Local governments must submit a proposed Energy Efficiency and Conservation Strategy (EECS) to the Department of Energy (DOE) to meet the statutory requirements for the Energy Efficiency and Conservation Block Grant (EECBG) Program. The proposed EECS must include the information contained in Part A of this template. Local governments may use this streamlined EECS Template to meet the requirement, but the template is not required. If a local government chooses to submit an EECS using an alternative format, the information outlined in Part A must be included in the submission.

**Local governments have the option of submitting their EECS at the time of application or no later than 1 year after the effective date of the award.** If the latter option is chosen, the EECS should be a comprehensive strategy that covers, at a minimum, all items detailed in this template. DOE will provide informational resources and technical assistance to support the development of comprehensive strategies.

**Local governments that do not submit an EECS with their application must submit an EECBG Program Activity File with their application and select Activity 1 (Energy Efficiency and Conservation Strategy).**

## Part A

Grantee: Nashville  
 Date: 6/9/2023  
 UEI Number: LGZLHP6ZHM55  
 Program Contact Email: Ava.Elsaghir@nashville.gov

1) Local governments must include within their proposed strategy a description of their goals for increased energy efficiency and conservation in the jurisdiction. Does your local government have existing energy efficiency and conservation or related goals?

a. Yes

i. What goals do you have? (check all that apply)

1. GHG reduction goal

a. Specific goal (e.g., 80% GHG reduced from 1990 levels):

80% GHG reduction from 2014 levels for both Metro operations and community-wide Link: <https://nashville.legistar.com/LegislationDetail.aspx?ID=5393859&GUID=4471E711-0361-4489-B8D5-76347758BC0D>

b. By what year? (e.g., 2050)

2050

2. Energy use reduction goal

a. Specific goal:

1. An energy retrofit program across at least 9% of metro government-owned buildings by square footage between 2021 and 2024, prioritizing buildings that have core systems and equipment nearing the end of their useful lives, with a goal of achieving at least 20% reductions in average energy and greenhouse gas emissions, as measured in BTUs; and 2. A LEEDTM Zero retrofit program across at least 12.5% of metro government-owned buildings by square footage between 2026 and 2032. Renewable energy certificates ("RECs") may be used as part of this retrofit program. Link: BL2019-1599: [https://library.municode.com/tn/metro\\_government\\_of\\_nashville\\_and\\_davidson\\_county/codes/code\\_of\\_ordinances?nodeId=CD\\_TIT2AD\\_DIVICOOFOFDE\\_CH2.32DEGESE\\_2.32.070GRBUST](https://library.municode.com/tn/metro_government_of_nashville_and_davidson_county/codes/code_of_ordinances?nodeId=CD_TIT2AD_DIVICOOFOFDE_CH2.32DEGESE_2.32.070GRBUST) goal should be achieved on two phases 2021-2024 and 2026-2032, respectively

b. By what year?

2024

3. Clean energy use goal

a. Specific goal:

Yes, for municipal government operations only. The renewable energy portfolio standard for the metropolitan government shall be as follows: 1. In 2020, that the percentage of total carbon-free energy usage shall be not less than 53%, with not less than 20% from tier one renewable sources, not less than 2.5% from tier two renewable sources, and not less than 1% from solar energy; 2. In 2021, that the percentage of total carbon-free energy usage shall be not less than 55.7%, with not less than 22.5% from tier one renewable sources, not less than 3% from tier two renewable sources, and not less than 1.5% from solar energy; 3. In 2022, that the percentage of total carbon-free energy usage shall be not less than 58.4%, with not less than 25% from tier one renewable sources, not less than 3.5% from tier two renewable sources, and not less than 1.6% from solar energy; 4. In 2023, that the percentage of total carbon-free energy usage shall be not less than 61.1%, with not less than 27.5% from tier one renewable sources, not less than 4% from tier two renewable sources, and not less than 1.85% from solar energy; 5. In 2024, that the percentage of total carbon-free energy usage shall be not less than 63.8%, with not less than 30% from tier one renewable sources, not less than 4.5% from tier two renewable sources, and not less than 2.15% from solar energy; 6. In 2025, that the percentage of total carbon-free energy usage shall be not less than 66.5%, with not less than 35% from tier one renewable sources, not less than 5% from tier two renewable sources, and not less than 2.45% from solar energy; 7. In 2026, that the percentage of total carbon-free energy usage shall be not less than 69.2%, with not less than 40% from tier one renewable sources, not less than

5.5% from tier two renewable sources, and not less than 2.75% from solar energy; See attached word document for the complete list

b. By what year?

2041

4. EV adoption goal

a. Specific goal:

All motor vehicles – excepting emergency response vehicles – owned by the metropolitan government be zero-emission vehicles by the year 2050.  
Link: BL2019-1598: [https://library.municode.com/tn/metro\\_government\\_of\\_nashville\\_and\\_davidson\\_county/codes/code\\_of\\_ordinances?nodeId=CD\\_TIT2AD\\_DIVICOOFOFDE\\_CH2.32DEGESE\\_2.32.065FLELPR](https://library.municode.com/tn/metro_government_of_nashville_and_davidson_county/codes/code_of_ordinances?nodeId=CD_TIT2AD_DIVICOOFOFDE_CH2.32DEGESE_2.32.065FLELPR)

b. By what year?

2025

5. Job creation goal

a. Specific goal:

[Empty text box for job creation goal]

b. By what year?

[Empty text box for job creation goal year]

6. Job quality goal

a. Specific goal:

[Empty text box for job quality goal]

b. By what year?

[Empty text box for job quality goal year]

7. Other

a. Specific goal:

Energy Savings Revolving Fund is an innovative funding mechanism to make energy retrofits to existing buildings and reinvest energy savings. Thirty-five facilities have received facility-wide lighting and/or HVAC replacements to date. Utility cost savings are then re-invested into additional retrofit projects. The Division of Sustainability works with personnel at participating facilities to make improvements that not only benefit energy efficiency and the bottom line, but also contribute to more comfortable, healthier indoor environments. Link: see second paragraph  
<https://www.nashville.gov/departments/general-services/sustainability/socket/energy> - This is an ongoing and funding started in FY21

b. By what year?

2024

b. No, our local government does not have an existing goal, but we are selecting the following goal as part of our strategy. If you select option 5, you must also select from options 1-4 or option 6 (may select more than one option).

- i. Carbon neutrality by 2050 or sooner
- ii. Reduce energy use by 50% by 2050 or sooner
- iii. 100% carbon-free energy use by 2050 or sooner
- iv. 80% EV adoption by 2050 or sooner
- v. Pay prevailing wages for all construction and maintenance projects by 2025
- vi. Other

2) Does your local government have an existing plan or strategy document (e.g., climate action plan, energy conservation plan, comprehensive energy plan, etc.) to reduce energy use, increase energy efficiency, reduce emissions, or train workers for high-quality energy efficiency jobs?

a. Yes

i. Strategy document uploaded:

ii. Do you intend to update your plan in the next two years?

1. Yes

a. Are you planning to use any of your EECBG Program funds to update your plan?

i. Yes

ii. No

b. What updates do you intend to make to your plan?

b. No

i. Please briefly describe your strategy to achieve your goals listed in Question 1

Strategies to meet Metro Nashville’s GHG reduction, energy use reduction, clean energy use, and EV adoption goals are complementary to one another. One strategy often works towards meeting more than one goal. Because in Nashville the transportation sector and built environments (including energy use) comprise 95% of GHG emissions at the community-wide level and 70% at the municipal level, our primary strategies focus on energy efficiency, renewables, and electric vehicles. High level strategies include: • A new municipal building energy and water consumption benchmarking effort • A new Commercial Property Assessed Clean Energy and Resiliency (C-PACER) financing approach that allows owners of commercial properties to seek long-term financing from private lenders for clean energy and resiliency improvements • Adoption of the International Energy Conservation Code 2018 (IECC 2018) • Practice of placing solar on new municipal buildings wherever practicable • Recently completed Solar Feasibility Assessment of more than 600 city-owned properties to prioritize locations for both rooftop and ground mounted solar PV arrays • Development and execution of internal procedures replacing internal combustion vehicles with electric vehicles • Application for Federal funding (CFI opportunity) for EVSE infrastructure to support both community-facing and city-fleet EV charging • Practice of placing EV charging stations at new municipal buildings wherever practicable • Working with National Renewable Energy Laboratory (NREL) in their C2C Expert Match program for technical assistance in meeting our Renewable Portfolio Standard • Constructing all new city buildings and major renovations to at least LEED Silver or LEED Gold depending on location • Fleet of 11 shared electric vehicles available to city employees for use for city business • Participation in TVA’s Green Invest program to procure utility scale solar • Development and deployment of an Energy Savings Revolving Fund to upgrade

3) Are you planning to use a blueprint (see Section 4.5 of the EECBG Program Formula Grant Application Instructions document for more details)?

a. Yes

i. Which one(s)?

Energy Planning

1. Energy Planning

Efficient Buildings

2a. Energy Efficiency - Energy Audits and Building Upgrades

2b. Energy Savings Performance Contracts: Energy Efficiency and Electrification in Government Buildings

2c. Building Electrification Campaign

2d. Building Performance Standards & Stretch Codes

Renewables

3a. Solar & Storage - Power Purchase Agreements and Direct Ownership

3b. Community Solar

3c. Solarize Campaign

3d. Renewable Resource Planning for Rural and Tribal Communities

Electric Transportation

4a. Electric Vehicles and Fleet Electrification

4b. EV Charging Infrastructure for the Community

Finance

5. Unlocking Sustainable Financing Solutions for Energy Projects and Programs with Revolving Loan Funds

Workforce

6. Workforce Development

ii. How does this blueprint help you meet your strategy/goals?

b. No

i. What category of work do you plan to apply your EECBG Program funds to? (check all that apply)

1. Strategy development

- a. Developing goals
- b. Developing measures to track progress
- c. Providing annual reporting on goals

2. Technical consultant services to assist in strategy development

3. Building energy audits

- a. Residential
- b. Commercial
- c. Industrial
- d. Municipal

4. Financial programs

- a. Loan programs
- b. Performance contracting programs
- c. Rebates/grants
- d. Incentives
- e. Other

5. Energy efficiency retrofits

- a. Residential
- b. Commercial
- c. Industrial
- d. Municipal

6. Energy efficiency and conservation programs for buildings and facilities

- a. Residential
- b. Commercial
- c. Industrial
- d. Municipal

7. Transportation Programs

a. Electric vehicle planning

- i. Municipal
- ii. Communitywide

b. Purchasing of electric vehicles

c. Installation of electric vehicle chargers

- i. Municipal
- ii. Communitywide

d. Use of flex time by employers

e. Satellite work centers

f. Zoning guidelines or requirements that promote energy efficient development

g. Infrastructure, such as bike lanes and pathways and pedestrian walkways

h. Synchronization of traffic signals

i. Public transit system improvement investments

j. Other

8. Building codes and inspection

- a. Updating building codes
- b. Improving enforcement/compliance with building codes
- c. Building performance standards
- d. Other

9. Energy distribution technologies for energy efficiency

- a. Distributed resources
- b. District heating and cooling systems
- d. Other

10. Material conservation programs

- a. Source reduction

- b. Recycling
- c. Composting
- d. Sustainable procurement
- e. Other

11. Reduction and capture of methane and other greenhouse gases generated

- a. Landfills
- b. Wastewater treatment facilities
- c. Other

12. Traffic signals and street lighting upgrades

13. Renewable energy on government buildings

- a. Solar
- b. Wind
- c. Fuel cells
- d. Biomass

14. Programs for financing, purchasing, and installing energy efficiency, renewable energy, and zero-emission transportation (and associated infrastructure)

15. Other (requires approval of Secretary)

ii. How will your use of funds help your unit of government meet its strategy/goals?

In order to decrease both peak energy demand and overall energy use, advanced lighting controls and lamps will be installed, replacing aging, less efficient equipment. Results of the ASHRAE audit with extensive building envelope testing will determine additional projects to be undertaken. These may include air sealing, insulation, white roof, and/ or replacement windows and doors. This retrofit directly supports Nashville Government’s goal to reduce energy consumption in existing municipal facilities. Specifically, this project will advance Metro’s mandate (BL2019-1599) to achieve at least 20% reductions in energy and greenhouse gas emissions, as measured in BTUs, across a portion of its portfolio. The project also is an integral part of our city’s Energy Savings Revolving Fund (ESRF) work. With seed money of \$2M in FY 2021, the ESRF provides funds for high priority energy upgrades in municipal buildings. Resulting cost savings flow back into the account to support future retrofits. Metro’s ESRF account is dwindling, but the EECBG allocation will allow us to bring Historic Courthouse into this valuable and innovative program.

iii. Provide a brief description of your project(s)?

A Level 2 ASHRAE audit of Historic Courthouse was performed in 2018. It provides a baseline for needed energy upgrades. In summer 2023, with EECBG support, a more in-depth audit -- including blower door testing – will be performed. The audit will ensure that the energy efficiency needs of the facility are known more precisely and prioritized accurately. First-priority upgrades will include replacement of lighting controls and lamps to support highly-efficient LEDs throughout the facility. Contingent on audit findings, other improvements may include: • Measures to tighten the building envelope, reduce infiltration, and reduce thermal transfer including o new windows and doors o air sealing (weather stripping exterior doors and windows) o insulation replacement and/ or addition • White roof to increase albedo and reduce heat gain to the building. EECBG funding will support materials and equipment, installation and labor, and testing and verification of the upgrades. The funding will also support educational signage throughout the facility. A series of tours open to Metro employees and/ or the general public will showcase the facility and its new energy efficiency improvements. An outreach effort will be made to recruit members of disadvantaged communities to take part in these tours. Our hope is that learnings from the tours will inspire energy efficiency behaviors and upgrades in residential and commercial settings across Nashville.

4) Local governments must coordinate and share information with the State in which the eligible local government is located regarding activities carried out using the grant to maximize the energy efficiency and conservation benefits under the EECBG Program. Have you coordinated and shared your planned activities with your State?

- a. Yes

i. Please describe how you plan to coordinate with your State

We work closely with the Tennessee Department of Environment and Conversation (TDEC)’s Office of Energy Programs (OEP). OEP has reviewed our grant application and provided feedback, which has been incorporated into the final submission.

5) Local governments must take into account any plans for the use of funds by adjacent eligible local governments that receive grants under the EECBG Program. Have you taken into account how adjacent eligible units of local governments plan to use their funds?

- a. Yes

## Part B

1) Do you plan to collaborate with other eligible units of government?

- a. Yes, we are going to form a team and apply through a joint application

i. List the names of the units of government

1. Which unit of government is serving as the lead applicant?

ii. Please describe what your team plans to work on together

b. Yes, we are going to informally collaborate

i. List the names of the units of government

Office of the Mayor, Office of the Vice Mayor, Metropolitan Nashville Council Offices and Chambers, Metro Legal, Metro Finance Department, Davidson County Sheriff's Office (Security), Metro Nashville Network, Chancery Courts 1 – 4, Justice Integration Services (JIS), Circuit Courts 1-8, Special Master, State Trial Court Administrator, and Circuit Court Clerk of Metro-Nashville Davidson County.

ii. Please describe your planned collaboration

We plan to engage stakeholders – both building occupants and users – in this process. For agencies with offices at HCH who will be impacted by the facility upgrades, we will communicate project goals, scope, and timeline. We will solicit questions and address concerns throughout the planning, implementation, and maintenance phases. We will continue to engage and collaborate after building improvements are complete through signage and facility tours.

c. We are not yet sure if we are going to collaborate with others

d. No

2) Are you planning to partner with other organizations including utilities, energy industry and financial companies, community-based organizations, labor unions, and other non-profit organizations for your project?

a. Yes

i. Please list your partners

b. No

3) Have you engaged local stakeholders (such as utilities, energy industry and financial companies, community-based organizations, labor unions, and other non-profit organizations) in the development of your plan and/or how you intend to use your EECBG Program allocation?

a. Yes

b. No

4) Will this EECBG Program funding help you to access additional sources of funding?

a. Yes

i. What kind? (check all that apply)

1. Local government

2. State government

3. Federal government

4. Philanthropic

5. Private sector

6. Other

b. No

i. Would you like assistance in identifying other sources of funding?

a. Yes

b. No

5) Do you anticipate needing support for your project development/implementation?

a. Yes

i. What kind? (check all that apply)

- 1. Policy, planning and program design
- 2. Retrofits
- 3. Engineering and modeling
- 4. Stakeholder engagement
- 5. Program administration and implementation support
- 6. Outreach, education and advertising
- 7. Other

b. No

6) Do you anticipate the project(s) you use this funding for will continue after the EECBG Program funding period?

a. Yes

i. Describe how the projects(s) have been designed to ensure that it sustains benefits beyond the EECBG Program funding period

The lighting and other upgrades at Historic Courthouse will well outlast the funding period. The LED lights are expected to last at least 30,000 hours, which, depending on the location and usage, equate to between 3.5 and 10.5 years. Insulation, air sealing, new windows and doors, and a white roof all have a useful life of at least 20 years or more. Our primary goal is to decrease energy use intensity (EUI). With the EECBG funding, we will kickstart energy savings retrofits, but will continue working on deeper energy savings measures on an ongoing basis.

b. No

i. What would help you to continue? (check all that apply)

- 1. Local sustainable financing
- 2. Public and local political support
- 3. Staff capacity
- 4. Other

7) How will your project(s) benefit disadvantaged communities? (check all that apply)

a. Benefits include (but are not limited to) measurable direct or indirect investments or positive project outcomes that achieve or contribute to the following in disadvantaged communities:

- i. A decrease in energy burden
- ii. A decrease in environmental exposure and burdens
- iii. An increase in access to low-cost capital
- iv. An increase in job quality (including paying prevailing wages for construction and maintenance projects by 2025)
- v. An increase in clean energy enterprise creation and contracting (e.g., minority-owned or disadvantaged business enterprises)
- vi. An increase in clean energy jobs, job pipeline, and job training for individuals from disadvantaged communities
- vii. An increase in parity in clean energy technology access and adoption
- viii. An increase in energy democracy
- ix. Other

1. Please explain

Environmental exposures and burdens will be lessened on vulnerable communities that utilize HCH via indoor environment improvement with better visibility and productivity due to advanced lighting and greater thermal comfort due to building envelope improvements. Hands-on educational tours of the facility will bring in members of the community to get closer to the seat of local power and observe how energy efficiency best practices can be applied in residential and community settings.

8) How will your strategy support the goal that 40% of the overall benefits of certain federal investments flow to disadvantaged communities, in line with the Justice40 initiative?

There are many city facilities that would benefit from energy upgrades. But the Historic Courthouse (HCH) building has been selected, as it is central to Metro government and the community. Listed on the National Register of Historic Places, it is the seat of local government, home to both the Mayor's Office and the Metro Council chambers, as well as a variety of other agencies and uses. HCH is in the heart of downtown, just three blocks from the city's transit hub. It is also highly accessible via bus, bike, and foot. The building hosts a variety of community uses, including every-other-week Metro Council meetings and monthly public hearings. These hearings often last many hours and attract representatives from community-based and non-profit organizations which support disadvantaged communities. These community members advocate for or against proposed legislation directly to the elected Council people. EECBG funding will help ensure that the indoor environment for these public hearings is appropriately lit, has high thermal comfort, and is most welcoming and conducive to the courthouse visitors. In addition to Council meetings and public hearings, HCH and its lawn are used each year for a host of community functions. These include: Cherry Blossom Festival, Live on the Green, City Christmas Tree Lighting, Menorah Lighting. Historic Courthouse also serves as an education space for young people. Four different groups hold Mock Trials at HCH each year. The estimated annual combined attendance at these events is more than 111,000 people. Ensuring that Historic Courthouse, a highly visible "showpiece," is as energy efficient as possible leads the way for other Metro buildings as well as the private sector.





**SIGNATURE PAGE  
FOR  
GRANT NO. \_DE-SE0000144\_**

IN WITNESS WHEREOF, the parties have by their duly authorized representatives set their signatures.

**METROPOLITAN GOVERNMENT OF  
NASHVILLE AND DAVIDSON COUNTY**

Velvet Hunter                      *VH*  
General Services Department

9/27/2023 | 11:24 AM CDT  
Date

APPROVED AS TO AVAILABILITY  
OF FUNDS:

Jeanne Reed  
Acting Director of Finance

10/5/2023 | 3:39 PM CDT  
Date

APPROVED AS TO RISK AND INSURANCE:

Balagun Cole  
Director of Insurance

10/6/2023 | 9:14 AM CDT  
Date

APPROVED AS TO FORM AND  
LEGALITY:

Courtney Mohan  
Metropolitan Attorney

10/6/2023 | 8:50 AM CDT  
Date

FILED:

\_\_\_\_\_  
Metropolitan Clerk

Date

RESOLUTION NO. RS2023-2049

A resolution approving an application for an Energy Efficiency and Conservation Block Grant (EECBG) from the U. S. Department of Energy to the Metropolitan Government, acting by and through the Department of General Services, for an energy retrofit for the Metro Nashville Historic Courthouse (HCH) to replace lower efficient incandescent bulbs with LED lamps, improve thermal efficiency, and minimize air leakage.

WHEREAS, the U. S. Department of Energy is accepting applications for an Energy Efficiency and Conservation Block Grant (EECBG) with an award of \$644,440.00 with no cash match required; and,

WHEREAS, the Metropolitan Government is eligible to participate in this grant program; and,

WHEREAS, it is to the benefit of the citizens of The Metropolitan Government of Nashville and Davidson County that this grant application be approved.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

Section 1. That the application for an Energy Efficiency and Conservation Block Grant (EECBG) with an award of \$644,440.00, a copy of which is attached hereto and incorporated herein, is hereby approved, and the Department of General Services is authorized to submit said grant application to the U. S. Department Energy.

Section 2. That this resolution shall take effect from and after its adoption, the welfare of The Metropolitan Government of Nashville and Davidson County requiring it.

APPROVED AS TO AVAILABILITY OF FUNDS:

DocuSigned by:

Kelly Flannery/MPW  
Kelly Flannery, Director  
Finance Department

INTRODUCED BY:

[Signature]  
[Signature]

Bunkie Miller  
Member(s) of Council

APPROVED AS TO FORM AND LEGALITY:

DocuSigned by:

Courtney Mohan  
Metropolitan Attorney

[Signature]

## GRANT APPLICATION SUMMARY SHEET

**Grant Name:** Historic Courthouse Energy Retrofit to Reduce Energy Consumption and Costs 23-25

**Department:** GENERAL SERVICES

**Grantor:** U.S. Department of Energy

**Pass-Through Grantor (If applicable):**

**Total Applied For:** \$644,440.00

**Metro Cash Match:** \$0.00

**Department Contact:** Ava Elsaghir

**Status:** NEW

### Program Description:

The Metro Nashville Historic Courthouse(HCH) is managed by Metro Department of General Services and is one of the most iconic buildings in Metro’s portfolio. This 226,538 sq ft building has nine floors and was originally built in 1937 then underwent a renovation from 2003 to 2006. HCH currently houses the city and county courts, the Office of the Mayor, the City Council Chambers, and in addition some of Metro’s key departments including Finance and Legal. The building’s energy supply is both electricity from Nashville Electric Service and steam and chilled water from Metro’s District Energy System(DES). The energy retrofit project includes two energy reduction and cost savings interventions: 1. Replacing the lower efficient incandescent and CFLs lamps to LED lamps which will result in over 15% electricity consumption and 18% in electricity cost. 2. Improve the thermal efficiency of the building and minimize air leakage into the building which would result in at least 5% overall total energy consumption and cost savings.

### Plan for continuation of services upon grant expiration:

The Department of General Services benchmarks and reports monthly energy consumption so once the EECBG projects are completed, the department will track the on-going results. In addition, the department will maintain the energy upgrades throughout the facilities lifecycle. The Department of General Services’ standard is to improve energy efficiency in its building portfolio; therefore, after the projects proposed for the EECBG grant are completed, the department will continue to implement additional energy conservation measures to further reduce consumption and costs.

### APPROVED AS TO AVAILABILITY OF FUNDS:

DocuSigned by:  
Kelly Flannery/mjw 2/24/2023  
Director of Finance Date

### APPROVED AS TO FORM AND LEGALITY:

DocuSigned by:  
Courtney Molan 2/24/2023  
Metropolitan Attorney Date

### APPROVED AS TO RISK AND

#### INSURANCE:

DocuSigned by:  
Lora Barkenbus Fox 2/24/2023  
Director of Risk Management Services Date

Grants Tracking Form

Part One

<b>Pre-Application</b> <input checked="" type="radio"/>		<b>Application</b> <input type="radio"/>		<b>Award Acceptance</b> <input type="radio"/>		<b>Contract Amendment</b> <input type="radio"/>	
<b>Department</b>	<b>Dept. No.</b>	<b>Contact</b>				<b>Phone</b>	<b>Fax</b>
GENERAL SERVICES	010						
<b>Grant Name:</b> Historic Courthouse Energy Retrofit to Reduce Energy Consumption and Costs 23-25							
<b>Grantor:</b> U.S. Department of Energy		<b>Other:</b>					
<b>Grant Period From:</b> 08/01/23		<b>(applications only) Anticipated Application Date:</b> 04/28/23					
<b>Grant Period To:</b> 07/31/25		<b>(applications only) Application Deadline:</b> 07/31/23					
<b>Funding Type:</b> FED DIRECT		<b>Multi-Department Grant</b> <input type="checkbox"/>		<b>If yes, list below.</b>			
<b>Pass-Thru:</b>		<b>Outside Consultant Project:</b> <input type="checkbox"/>					
<b>Award Type:</b> FORMULA		<b>Total Award:</b> \$644,440.00					
<b>Status:</b> NEW		<b>Metro Cash Match:</b> \$0.00					
<b>Metro Category:</b> New Initiative		<b>Metro In-Kind Match:</b> \$0.00					
<b>CFDA #</b>		<b>Is Council approval required?</b> <input checked="" type="checkbox"/>					
<b>Project Description:</b>		<b>Applic. Submitted Electronically?</b> <input checked="" type="checkbox"/>					
<p>The Metro Nashville Historic Courthouse(HCH) is managed by Metro Department of General Services and is one of the most iconic buildings in Metro's portfolio. This 226,538 sq ft building has nine floors and was originally built in 1937 then underwent a renovation from 2003 to 2006. It was the first 1st building with central air conditioning in Davidson County. HCH currently houses the city and county courts as well as the Office of the Mayor and the City Council Chambers in addition to some of Metro's key departments including Finance and Legal. HCH is one of Metro's poorest performing facilities with an Energy Utilization Index of 144. In comparison, similar building type should be performing at an EUI of 86.3. The building's energy supply is both electricity from Nashville Electric Service and steam and chilled water from Metro's District Energy System(DES). The energy retrofit project includes two energy reduction and cost savings interventions: 1. Replacing the lower efficient incandescent and CFLs lamps to LED lamps which will result in over 15% electricity consumption and 18% in electricity cost. The annual electricity consumption is 2,542,200kWh (CY2022) and annual cost of \$240,530(CY2022) so the reduction would result in a 450,788kWh annual consumption reduction and \$35,059.81 annual cost savings. 2. Improve the thermal efficiency of the building and minimize air leakage into the building which would result in at least 5% overall total energy consumption and cost savings. The total energy consumption (electricity and DES) is 32,589,449 kBTU (CY2022) and annual cost of \$ 609,451.17 (CY2022) so the reduction would result in a 5.4% annual consumption reduction and 8.8% annual cost savings.</p>							
<b>Plan for continuation of service after expiration of grant/Budgetary Impact:</b>							
The Department of General Services benchmarks and reports monthly energy consumption so once the EECBG projects are completed, the department will track the on-going results. In addition, the department will maintain the energy upgrades throughout the facilities lifecycle. The Department of General Services' standard is to improve energy efficiency in its building portfolio; therefore, after the projects proposed for the EECBG grant are completed, the department will continue to implement additional energy conservation measures to further reduce consumption and costs.							
<b>How is Match Determined?</b>							
<b>Fixed Amount of \$</b>		<b>or</b>		<b>% of Grant</b>		<b>Other:</b> <input checked="" type="checkbox"/>	
<b>Explanation for "Other" means of determining match:</b>							
No Match required for this Grant							
<b>For this Metro FY, how much of the required local Metro cash match:</b>							
<b>Is already in department budget?</b>				<b>Fund</b>		<b>Business Unit</b>	
<b>Is not budgeted?</b>				<b>Proposed Source of Match:</b>			
<b>(Indicate Match Amount &amp; Source for Remaining Grant Years in Budget Below)</b>							
<b>Other:</b>							
<b>Number of FTEs the grant will fund:</b>				<b>Actual number of positions added:</b>			
<b>Departmental Indirect Cost Rate</b>		5.64%		<b>Indirect Cost of Grant to Metro:</b>		\$36,346.42	
<b>*Indirect Costs allowed?</b> <input type="radio"/> Yes <input checked="" type="radio"/> No		<b>% Allow.</b> 0.00%		<b>Ind. Cost Requested from Grantor:</b>		\$0.00 in budget	
<b>*(If "No", please attach documentation from the grantor that indirect costs are not allowable. See Instructions)</b>							
<b>Draw down allowable?</b> <input type="checkbox"/>							
<b>Metro or Community-based Partners:</b>							

Part Two

Grant Budget										
Budget Year	Metro Fiscal Year	Federal Grantor	State Grantor	Other Grantor	Local Match Cash	Match Source (Fund, BU)	Local Match In-Kind	Total Grant Each Year	Indirect Cost to Metro	Ind. Cost Neg. from Grantor
Yr 1	FY24	\$644,440.00	\$0.00	\$0.00	\$0.00		\$0.00	\$644,440.00	\$36,346.42	\$0.00
Yr 2	FY__									
Yr 3	FY__									
Yr 4	FY__									
Yr 5	FY__									
<b>Total</b>		<b>\$644,440.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$36,346.42</b>	<b>\$0.00</b>
<b>Date Awarded:</b>				<b>Tot. Awarded:</b>				<b>Contract#:</b>		
<b>(or) Date Denied:</b>				<b>Reason:</b>						
<b>(or) Date Withdrawn:</b>				<b>Reason:</b>						

Contact: [juanita.paulsen@nashville.gov](mailto:juanita.paulsen@nashville.gov)  
[vaughn.wilson@nashville.gov](mailto:vaughn.wilson@nashville.gov)

GCP Rec'd  
02/17/23

GCP Approved  
02/17/23

*VW*



## EECBG Program PRE-AWARD INFORMATION SHEET

Each Energy Efficiency and Conservation Block Grant (EECBG) Program recipient shall provide the following information on behalf of itself and all subrecipients and certify that the information is accurate and complete. Recipients may choose to provide this information in whatever format they like, as this form is optional.

EECBG Program recipients representing local and tribal entities may select from two options: 1) a grant or 2) a voucher for technical assistance and/or equipment rebates. EECBG Program recipients choosing a grant must provide data requested in sections 1 through 8 below. EECBG Program recipients choosing a voucher may skip sections 4 through 7.

### SECTION 1: CONTACT & LOCATION INFORMATION *(All recipients)*

Recipient Name:	Metropolitan Government of Nashville and Davidson County - Department of General Services	Award Number:	
UEI:	LGZLHP6ZHM55	DUNS (if applicable):	078217668
Business Officer:	Jay Mazon	BO Phone Number/Email:	615-862-4374/Jay.Mazon@Nashville.gov
Principal Investigator (PI):	Laurel Creech	PI Phone Number/Email:	615-862-5037/ Laurel.Creech@Nashville.gov

A. TYPE OF ORGANIZATION – Please indicate the type of organization of the Recipient by selecting one of the following:

- Local Government  
 Tribal Government  
 State

### B. LOCATION AND CONGRESSIONAL DISTRICT

List the address and Congressional district(s) for the primary location where the grant will be performed.

Street Address:	Historic Courthouse located at 1 Public Square
City:	Nashville
State:	TN
Zip:	37201
Congressional District(s):	Davidson County

### SECTION 2: GRANT OR VOUCHER *(All recipients)*

EECBG Program recipients representing local and tribal entities must select whether to receive their EECBG Program award in the form of a grant or a voucher for technical assistance and/or equipment rebates. Please indicate your choice here. All States & Territories must select “Grant.” (Select one option) [response to this question is non-binding]

- Voucher for Technical Assistance  
 Voucher for Equipment Rebate  
 Voucher for both Technical Assistance and Equipment Rebate  
 Grant

**SECTION 3: BUSINESS ASSURANCES** (*All recipients*)**A. DISCLOSURE OF POTENTIAL IMPROPRIETIES**

Below, please disclose if any of the following conditions exist. If the answer to any question (a) through (g) below is yes, provide a detailed explanation in an attachment to this form.

- a. Is the proposed Recipient, Subrecipient(s), or any of the Recipient's or Subrecipient's principals<sup>1</sup> under investigation for or charged with a covered offense<sup>2</sup>?
  - Yes
  - No
- b. Has the proposed Recipient, Subrecipient(s), or any of the Recipient's or Subrecipient's principals been convicted of a covered offense in the last five years or had a civil judgment rendered against them for one of those offenses in that time period?
  - Yes
  - No
- c. Is the proposed Recipient, Subrecipient(s), or any of the Recipient's or Subrecipient's principals under investigation for potential violation of U.S. export control laws and regulations, or has the proposed Recipient, Subrecipient(s), or any of the Recipient's or Subrecipient's principals been convicted of any violations of U.S. export control laws and regulations?
  - Yes
  - No
- d. Is the proposed Recipient or Subrecipient(s) under investigation for potential violations of the Drug-Free Workplace Act of 1988, or has the proposed Recipient or Subrecipient(s) been convicted of any violations of the Drug-Free Workplace Act of 1988?
  - Yes
  - No
- e. Is the proposed Recipient, Subrecipient(s), or any of the Recipient's or Subrecipient's principals under investigation for research misconduct, or has the proposed Recipient, Subrecipient(s), or the Recipient's or Subrecipient's principals been convicted of research misconduct?
  - Yes
  - No
- f. Has any Federal Agency recommended or initiated proceedings against the proposed Recipient, Subrecipient(s), or the Recipient's or Subrecipient's principals for suspension or debarment, or is the proposed Recipient, Subrecipient(s), or the Recipient's or Subrecipient's principals debarred, suspended, publicly banned from doing business with the Federal government, or otherwise declared ineligible from

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<sup>1</sup> For this form, "principal" means: (1) An officer, director, owner, partner, PI, or other person (as defined in 2 C.F.R. 180.95) within the Project Team with management or supervisory responsibilities related to this project and any resulting transaction; or (2) A consultant or other person, whether or not employed by the Recipient, Subrecipient, or their principals, or paid with Federal funds, who (a) is in a position to handle Federal funds, (b) is in a position to influence or control the use of those funds, or (c) occupies a technical or professional position capable of substantially influencing the development or outcome of an activity required to perform the transaction, including but not limited to, any Co-PIs.

<sup>2</sup> For this form, "covered offenses" include: (1) Commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public or private agreement or transaction; (2) Violation of Federal or State antitrust statutes, including those proscribing price fixing between competitors, allocation of customers between competitors, and bid rigging; (3) Commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice; or (4) Commission of any other offense indicating a lack of business integrity or business honesty that seriously and directly affects the Recipient's present responsibility.

receiving Federal Contracts, subcontracts or financial assistance?

Yes

No

g. Is the proposed Recipient or Subrecipient(s) delinquent on federal debt or insolvent or at risk of insolvency or have the proposed Recipient or Subrecipient(s) filed for bankruptcy in any domestic or foreign jurisdiction?

Yes

No

**B. POTENTIAL CONFLICTS OF INTEREST**

1. **Financial Conflicts of Interest.** The Recipient must disclose in writing any managed or unmanageable financial conflicts of interest involving a member of the project team (i.e., Investigators) and include sufficient information to enable DOE to understand the nature and extent of the financial conflict, and to assess the appropriateness of the non-Federal entity's management plan. See Section V(b)(3) of the DOE Interim Conflict of Interest Policy. As part of this DOE funded project, does the recipient or any subrecipients have any managed or unmanageable financial conflicts of interest involving a member of the project team (i.e., Investigators)?

No

Yes. If yes, in a separate attachment, the Recipient must provide relevant disclosures/supporting documentation as required by the DOE Interim Conflict of Interest Policy Section V(b)(3).

C. **Organizational Conflicts of Interest**<sup>3</sup>. The Recipient must disclose in writing any potential or actual organizational conflict of interest to DOE. See DOE Interim Conflict of Interest Policy Section VI and 2 CFR 200.318 for more information. As part of this DOE funded project, does the recipient or any subrecipients intend to engage in a procurement with a parent, affiliate, or subsidiary organization that is not a state, local government, or Indian tribe?

No

Yes. If yes, in a separate attachment, the Recipient must provide relevant disclosures/supporting documentation as required by the DOE Interim Conflict of Interest Policy Section VI.

*\*\*Recipients choosing a voucher may skip to Section 8\*\**

**SECTION 4: PAYMENT INFORMATION** *(Grant recipients only)*

Provide (1) the awardee seven-digit ASAP (Automated Standard Application for Payment System) ID number that is under the DOE / Golden Field Office (GO) Agency Locator Code (ALC) and Region Code (#8900-0001-04) if available; (2) the name, phone number and email for the ASAP / Payments Contact Person; and (3) indicate whether the preferred payment method is by advance or reimbursement.

1) ASAP Number:	4704493
2) ASAP/Payments Contact Person:	Jay Mazon, 615-862-4374, jay.mazon@nashville.gov
3) The preferred payment method is:	Advance Payment

<sup>3</sup> Organizational Conflict of Interest means a situation where because of relationships with a parent company, affiliate, or subsidiary organization, the non-Federal entity is unable or appears to be unable to be impartial in conducting a procurement action involving a related organization. 2 CFR 200.318(c)(2).

**SECTION 5: PERFORMANCE AND FINANCIAL INFORMATION REQUEST** *(Grant recipients only)*

Before providing this information, please read the ADDITIONAL INFORMATION at the end of this form. Each field identified below must be completed.

1. Has the Recipient had prior Federal awards?  Yes  No

If Yes:

Is the Recipient up to date on all reporting requirements on all other current and prior awards, including submitting acceptable final technical reports, with other Federal or non-Federal organizations? If you check No to this question, please attach an explanation.  Yes  No

2a. Has the Recipient had an independent Single Audit or independent Compliance Audit per Federal regulations, or had a prior Defense Contract Audit Agency (DCAA) Audit performed? (Please see attached instructions regarding Independent Audit requirements.)  Yes  No

2b. Has the Recipient undergone a Financial Audit within the last 3 years?  Yes  No

If Yes to either 2a. or 2b.:

- a. A copy of the audit is attached to this form.  Yes  No
- b. An electronic copy of the audit was provided with application package.  Yes  No

An electronic copy of the audit can be found at \_\_\_\_\_

If audit was not provided, please explain why it has not been completed and/or provided:

3. Recipient's fiscal year end date is 06/30/2023

4a. Identify the Federal Agency providing the preponderance of funding from ALL Government Awards which the Recipient's organization is/was the prime recipient, including any DOE Awards. Provide Agency name, Cognizant Agency point of contact (individual in charge of negotiating billing rates), phone number, and e-mail. (If the Recipient's organization has a DCAA contact, please provide this information in 4(c) below):

Agency: Department of Health and Human Services  
Point of Contact: \_\_\_\_\_  
Phone/Email: \_\_\_\_\_

4b. DCAA Contact Information:

DCAA Office: N/A  
Point of Contact: \_\_\_\_\_  
Phone/Email: \_\_\_\_\_



**SECTION 6: FINANCIAL MANAGEMENT SYSTEM – ACCOUNTING SYSTEM SURVEY** (*Grant recipients only*)

To qualify for Financial Assistance, compliance with 2 CFR 200 as amended by 2 CFR 910 is required. This includes assurance of an adequate accounting system for estimating, accounting and billing for governmental funding received. Please complete the checklist below as assurance of this requirement.

For additional information, please visit <https://www.dcaa.mil>. Please refer specifically to the “Pre-award Accounting System Adequacy Checklist” under CUSTOMERS-->Checklists and Tools.

	Yes	No	NA
1. Is the Accounting System in accordance with Generally Accepted Accounting Principles applicable to the circumstances and associated applicable Federal regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Accounting System provides for:			
a. Segregation of direct costs from indirect costs.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Identification and accumulation of direct costs by project.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. A logical and consistent method for the allocation of indirect costs to intermediate and final cost objectives. (Project line items are final cost objective)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Accumulation of costs under general ledger control.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. A timekeeping system that identifies employees’ labor by intermediate and final cost objective (i.e., project level, division level).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. A labor distribution system that charges direct and indirect labor to appropriate cost objectives.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. Interim (at least monthly) determination of costs charged to a project through routine posting of books of account.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h. Excluding costs charged to Government projects which are not allowable in terms of FAR 31, Contract Cost Principles and Procedures, or other provisions.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i. Identification of costs by project line item and by units (as if each unit or line item were a separate project) if required by the proposed award.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Is the Accounting System designed, and are the records maintained in such a manner that adequate, reliable data are developed for use in developing cost proposals?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Is the Accounting System currently in full operation?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**SECTION 7: REPRESENTATION/CERTIFICATION** (*Grant recipients only*)

Certification of the information is required by the organization’s authorized representative

- I certify that I have registered in the System for Award Management (SAM).
- I certify that I have registered in FedConnect.net in order to receive award documentation.
- I certify that all subrecipient cost information has been reviewed, and that all subrecipient costs are reasonable, allowable, and allocable in accordance with the applicable cost principles. All subrecipient budget documents should be available upon DOE request.

- I certify that all direct costs proposed in the application (under the personnel, travel, equipment, supplies, contractual, construction, and/or other direct costs categories) are direct to the project and are not duplicated in the proposed indirect costs.
- I certify that the processes undertaken to solicit any subrecipients, subawards, subcontracts and vendors comply with our organization’s written procurement procedures as outlined in “Procurement Standards” 2 CFR 200.317 through 2 CFR 200.326 inclusive.
- I certify the Recipient:
  - (1) Has in effect an up-to-date, written, and enforced administrative process to identify and manage conflicts of interest with respect to all projects for which financial assistance funding is sought or received from DOE;
  - (2) Shall promote and enforce Investigator compliance with DOE’s Interim Conflict of Interest (COI) Policy's requirements including those pertaining to disclosure of significant financial interests;
  - (3) Shall manage financial conflicts of interest and provide initial and ongoing financial conflicts of interest reports to DOE;
  - (4) Agrees to make information available, promptly upon request, to DOE relating to any Investigator disclosure of financial interests and the Recipient’s review of, and response to, such disclosure, whether or not the disclosure resulted in the Recipient’s determination of a financial conflict of interest; and
  - (5) Shall fully comply with the requirements of the DOE Interim COI Policy.

**SECTION 8: SIGNATURES** *(All recipients)*

I, the Authorization Official named below, represent by my signature that I am authorized to certify this information on behalf of the Recipient. I certify to the best of my knowledge and belief that the information contained in this Pre-Award Information Sheet is true, complete and accurate. I understand that any false, fictitious, or fraudulent information, misrepresentations, half-truths, or omissions of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (18 U.S.C. §§ 1001 and 287, and 31 U.S.C. 3729-3730 and 3801-3812). I further understand and agree that (1) the statements and representations made herein are material to DOE’s funding decision, and (2) I have a responsibility to update the disclosures during the period of performance of the award should circumstances change which impact the responses provided above.

Name:

\_\_\_\_\_

Title:

\_\_\_\_\_

Signature of Authorized  
Official:

\_\_\_\_\_

Date:

\_\_\_\_\_

I, the Principal Investigator named below, certify to the best of my knowledge and belief that the information contained in this Pre-Award Information Sheet is true, complete and accurate. I understand that any false, fictitious, or fraudulent information, misrepresentations, half-truths, or omissions of any material fact may subject me to criminal, civil, or administrative penalties for fraud, false statements, false claims or otherwise. (18 U.S.C. §§ 1001 and 287, and 31 U.S.C. 3729-3730 and 3801-3812). I further understand and agree that (1) the statements and representations made herein are material to DOE’s funding decision, and (2) I have a responsibility to update the disclosures during the period of performance of the award should circumstances change which impact the responses provided above.

Name:

\_\_\_\_\_

Title:

Signature of Principal  
Investigator:

Date:

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## ADDITIONAL INFORMATION

This information will assist DOE in determining: 1) cognizance; 2) whether the Recipient has adequate internal financial and management controls; and 3) whether the Recipient has an adequate accounting system. Generally, cognizance means that an organization has a Federal oversight agency (cognizant agency). Cognizance of an organization is used for many purposes including: determining which agency is responsible for verifying correct allocation of indirect rates to incurred costs; issuing the Provisional and Final Indirect Rate Agreements; and ordering audits. Adequate internal controls and accounting systems are essential to ensure that the Recipient's costs are correctly estimated, recorded, and billed. The Recipient has the responsibility to ensure that these systems are in place. The cognizant Agency has the responsibility for verifying these systems through audits or other methods.

For additional information, please visit <https://www.dcaa.mil>. Please refer specifically to the "Pre-award Accounting System Adequacy Checklist" under CUSTOMERS-->Checklists and Tools.

Cognizance is determined by TOTAL Federal award/contract dollars received by the Recipient/Contractor from all Federal agencies. This information is used to determine which Federal agency has the largest preponderance of funding and is cognizant. Once a Federal agency assumes cognizance for a contractor, it should remain cognizant for at least 5 years to ensure continuity and ease of administration.

Cognizance related duties are the responsibility of the Cognizant Federal Agency (CFA). The CFA is the Federal agency (e.g., Department of Defense, Department of Energy, Navy, etc.) that provided the preponderance (largest amount) of funding for your awards, across all federal agencies. It is very important to confirm that you work with the correct office.

**General Rule of Thumb:** Department of Health & Human Services (DHHS) is usually the CFA for Universities, Cities, States, and Counties. DHHS cognizance is not usually transferred.

If it is determined that the Department of Energy/Golden Field Office (GO) is the Cognizant Federal Office, the Recipient will have the following ANNUAL responsibilities:

1. Submit a Certified Annual Incurred Cost Claim (ICE Model – see #3 below) to the GO Cost/Price mailbox ([CostPrice@ee.doe.gov](mailto:CostPrice@ee.doe.gov)). **This should represent the total organization's costs (representing the Company General Ledger), not just the Recipient's DOE award(s).**
2. Due Date: 180 days after the Recipient's fiscal year end.
3. For an example of the ICE Model, please visit <https://www.dcaa.mil>. Under "CUSTOMERS->Checklists and Tools", click on ICE (Incurred Cost Electronically) Model and download the ICE model.

Once the information is received, GO will have the responsibility of providing your organization with an annual indirect rate agreement. This indirect rate must be used on all Federal grants and contracts.

If it is determined that GO is not the Cognizant Federal Office, the Recipient should contact the Cognizant Office for additional instructions.

## ANNUAL AUDIT REQUIREMENTS

### Independent (Single & Compliance) Audit Requirements

**2 CFR 200, Section F** located at:

<http://www.ecfr.gov/cgi-bin/text-idix?SID=6e187b05cfeca4f534c659f20983b14e&mc=true&node=pt2.1.200&rgn=div5>

**For-Profits: 2 CFR 910, Section F** located at:

<http://www.ecfr.gov/cgi-bin/text-idix?node=pt2.1.910&rgn=div5>

Below are excerpts from Section F.

#### **Audit requirements.**

- (a) Audit required. A non-Federal entity that expends \$750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single (program-specific, *not applicable for For-Profits*) or compliance audit conducted for that year in accordance with the provisions of this part.
- (b) *Single* audit. A non-Federal entity that expends \$750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single audit conducted in accordance with §200.514 - Scope of audit except when it elects to have a program-specific audit conducted in accordance with paragraph (c) of this section.
- (b) *Compliance* audit. (1) If a for-profit entity has one or more DOE awards with expenditures of \$750,000 or more during the for-profit entity's fiscal year, they must have a compliance audit for each of the awards with \$750,000 or more in expenditures. A compliance audit should comply with the applicable provisions in §910.514—Scope of Audit. The remaining awards do not require, individually or in the aggregate, a compliance audit.
- (c) Program-specific audit election. (*Not applicable to For-Profits*). When an auditee expends Federal awards under only one Federal program (excluding R&D) and the Federal program's statutes, regulations, or the terms and conditions of the Federal award do not require a financial statement audit of the auditee, the auditee may elect to have a program-specific audit conducted in accordance with §200.507 Program-specific audits. A program-specific audit may not be elected for R&D unless all of the Federal awards expended were received from the same Federal agency, or the same Federal agency and the same pass-through entity, and that Federal agency, or pass-through entity in the case of a subrecipient, approves in advance a program-specific audit.
- (d) Exemption when Federal awards expended are less than \$750,000. A non-Federal entity that expends less than \$750,000 during the non-Federal entity's fiscal year in Federal awards is exempt from Federal audit requirements for that year, except as noted in §200.503 Relation to other audit requirements, but records must be available for review or audit by appropriate officials of the Federal agency, pass-through entity, and Government Accountability Office (GAO).
- (e) Federally Funded Research and Development Centers (FFRDC). Management of an auditee that owns or operates a FFRDC may elect to treat the FFRDC as a separate entity for purposes of this part.
- (f) Subrecipients and Contractors. An auditee may simultaneously be a recipient, a subrecipient, and a contractor. Federal awards expended as a recipient or a subrecipient are subject to audit under this part. The payments received for goods or services provided as a contractor are not Federal awards. Section §200.331 Subrecipient and contractor determinations sets forth the considerations in determining whether payments constitute a Federal award or a payment for goods or services provided as a contractor.

(g) Compliance responsibility for contractors. In most cases, the auditee's compliance responsibility for contractors is only to ensure that the procurement, receipt, and payment for goods and services comply with Federal statutes, regulations, and the terms and conditions of Federal awards. Federal award compliance requirements normally do not pass through to contractors. However, the auditee is responsible for ensuring compliance for procurement transactions which are structured such that the contractor is responsible for program compliance or the contractor's records must be reviewed to determine program compliance. Also, when these procurement transactions relate to a major program, the scope of the audit must include determining whether these transactions are in compliance with Federal statutes, regulations, and the terms and conditions of Federal awards.

(h) For-profit *subrecipient*. Since this part does not apply to for-profit subrecipients, the pass-through entity is responsible for establishing requirements, as necessary, to ensure compliance by for-profit subrecipients. The agreement with the for-profit subrecipient must describe applicable compliance requirements and the for-profit subrecipient's compliance responsibility. Methods to ensure compliance for Federal awards made to for-profit subrecipients may include pre-award audits, monitoring during the agreement, and post-award audits. See also §200.332 Requirements for pass-through entities.

**APPLICATION FOR (Historic Courthouse Energy Retrofit to reduce Energy Consumption and Cost)**

**METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY**

Velvet Hunter, General Services Department

2/10/2023 | 7:16 PM CST

\_\_\_\_\_  
Director  
Department of

\_\_\_\_\_  
Date

*Velvet Hunter*

*VH*

2023 FEB 28 4:12:05  
FILED METROPOLITAN CLERK

# ORIGINAL

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*METROPOLITAN COUNTY COUNCIL*

Resolution No. RS 2023-2049

A resolution approving an application for an Energy Efficiency and Conservation Block Grant (EECBG) from the U. S. Department of Energy to the Metropolitan Government, acting by and through the Department of General Services, for an energy retrofit for the Metro Nashville Historic Courthouse (HCH) to replace lower efficient incandescent bulbs with LED lamps, improve thermal efficiency, and minimize air leakage.

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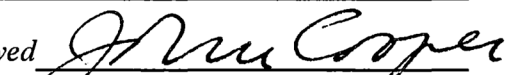
*Introduced* MAR 07 2023

*Amended* \_\_\_\_\_

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*Adopted* MAR 07 2023

*Approved* 

*By* MAR 10 2023  
*Metropolitan Mayor*

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**Certificate Of Completion**

Envelope Id: 8815609BE2E54B7FBF3174C0EBBACBA2	Status: Completed
Subject: Complete with DocuSign: GENERA~2.PDF, GENERA~3.PDF	
Source Envelope:	
Document Pages: 90	Signatures: 6
Certificate Pages: 15	Initials: 1
AutoNav: Enabled	Envelope Originator:
Enveloped Stamping: Enabled	Juanita Paulson
Time Zone: (UTC-06:00) Central Time (US & Canada)	730 2nd Ave. South 1st Floor
	Nashville, TN 37219
	Juanita.Paulsen@nashville.gov
	IP Address: 170.190.198.190

**Record Tracking**


Status: Original	Holder: Juanita Paulson	Location: DocuSign
10/5/2023 9:11:08 AM	Juanita.Paulsen@nashville.gov	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Metropolitan Government of Nashville and Davidson County	Location: DocuSign

**Signer Events**

Signer Events	Signature	Timestamp
Elizabeth Jefferson		Sent: 10/5/2023 9:20:34 AM
Elizabeth.Jefferson@nashville.gov		Viewed: 10/5/2023 10:47:52 AM
Security Level: Email, Account Authentication (None)		Signed: 10/5/2023 12:15:48 PM
	Signature Adoption: Pre-selected Style	
	Using IP Address: 170.190.198.185	

**Electronic Record and Signature Disclosure:**

Accepted: 10/5/2023 10:47:52 AM  
ID: fd5bdfda-3f93-43ce-9c03-ea7556313288

Aaron Pratt		Sent: 10/5/2023 12:15:51 PM
Aaron.Pratt@nashville.gov		Viewed: 10/5/2023 12:17:51 PM
Security Level: Email, Account Authentication (None)		Signed: 10/5/2023 12:18:05 PM
	Signature Adoption: Pre-selected Style	
	Using IP Address: 170.190.198.100	

**Electronic Record and Signature Disclosure:**

Not Offered via DocuSign

Jenneen Reed		Sent: 10/5/2023 12:18:07 PM
Jenneen.Kaufman@nashville.gov		Viewed: 10/5/2023 3:39:08 PM
Deputy Finance Director		Signed: 10/5/2023 3:39:28 PM
Security Level: Email, Account Authentication (None)	Signature Adoption: Pre-selected Style	
	Using IP Address: 170.190.198.100	

**Electronic Record and Signature Disclosure:**

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ID: 4dadd89-d087-4f85-8866-312494e5bf75

Courtney Mohan		Sent: 10/5/2023 3:39:31 PM
Courtney.Mohan@nashville.gov		Viewed: 10/6/2023 8:15:54 AM
Security Level: Email, Account Authentication (None)		Signed: 10/6/2023 8:50:38 AM
	Signature Adoption: Pre-selected Style	
	Using IP Address: 170.190.198.185	

**Electronic Record and Signature Disclosure:**

Signer Events	Signature	Timestamp
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Accepted: 10/6/2023 8:15:54 AM  
ID: 92d4ea76-d3f2-486f-b01f-c1757c21e7be

Balogun Cobb  
balogun.cobb@nashville.gov  
Security Level: Email, Account Authentication (None)

*Balogun Cobb*

Sent: 10/6/2023 8:50:41 AM  
Viewed: 10/6/2023 9:13:59 AM  
Signed: 10/6/2023 9:14:10 AM

Signature Adoption: Pre-selected Style  
Using IP Address: 170.190.198.185

**Electronic Record and Signature Disclosure:**

Accepted: 10/6/2023 9:13:59 AM  
ID: 20d2a6c3-4b58-4dca-b1bb-c13a4a91e913

In Person Signer Events	Signature	Timestamp
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Editor Delivery Events	Status	Timestamp
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Agent Delivery Events	Status	Timestamp
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Intermediary Delivery Events	Status	Timestamp
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Certified Delivery Events	Status	Timestamp
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Carbon Copy Events	Status	Timestamp
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Danielle Godin  
Danielle.Godin@nashville.gov  
Security Level: Email, Account Authentication (None)

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Viewed: 10/6/2023 9:16:51 AM

**Electronic Record and Signature Disclosure:**

Not Offered via DocuSign

Sally Palmer  
sally.palmer@nashville.gov  
Security Level: Email, Account Authentication (None)

**COPIED**

Sent: 10/6/2023 9:14:14 AM  
Viewed: 10/6/2023 9:15:51 AM

**Electronic Record and Signature Disclosure:**

Accepted: 10/6/2023 8:21:14 AM  
ID: 0c4c6715-9322-4916-8570-09bffe42dd4

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent	Hashed/Encrypted	10/5/2023 9:20:34 AM
Certified Delivered	Security Checked	10/6/2023 9:13:59 AM
Signing Complete	Security Checked	10/6/2023 9:14:10 AM
Completed	Security Checked	10/6/2023 9:14:14 AM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure
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