

FREQUENTLY ASKED QUESTIONS
FOR THE BETTERBUILDINGS FOR MICHIGAN
NON-ENTITLEMENT COMMUNITY COORDINATOR

1. *Have the participating Non-Entitlement Communities been identified that the Coordinator will be working with?*

The date for selecting the communities is anticipated to be in January since the proposals are still under review.

2. *When do you anticipate notifying the chosen organization?*

It will likely be in January 2011 when the award will be made for the non-entitlement communities.

3. *We do wonder how to proceed in assisting an organization that we see locally as a good candidate for our regions community coordinator but not necessarily as a coordinator outside of our community so would hinge our decision to apply based on the communities selected. Can a firm assist the Non-Entitlement Community with their Pilot Program (RFP October 29-November 19th) and still act as the Coordinator under the Non-Entitlement Communities Coordinator(RFP December 8-December 22nd)?*

Go ahead and bid if you are interested in the coordinator role. We suggest being clear in your proposal what your preference is in the event they are being considered for both the community and coordinator roles.

4. *Is the goal of DELEG to standardize all outreach programs for the Non-Entitlement Communities regardless of what they proposed in their Non-Entitlements Community Pilot Programs(RFP October 29th-November 19th)?*

Yes

5. *Will the process currently being used by BetterBuildings For Michigan have to follow the same outreach programs being used in Grand Rapids and Southeast Michigan or will Non-Entitlement Communities have flexibility to submit design of outreach and sweeps with oversight from the Coordinator and Steering Committee?*

The retrofit ramp-up sweeps in non-entitlement communities will follow prescribed criteria outlined in the DELEG grant application to DOE. Grantees will not be designing their own program. Applicants will instead supply specific information regarding their community's ability to successfully complete a neighborhood energy retrofit project utilizing a "neighborhood sweep" delivery approach as defined in the BetterBuildings for Michigan program (BBFM). Applicants will not design the neighborhood sweep delivery program or develop

the budget parameters. Program delivery details and the master program budget have already been defined by the Bureau of Energy Systems (BES) BBFM program.

The project is described in detail in the Department of Energy, Labor & Economic Growth (DELEG) / Bureau of Energy Systems (BES) grant application for the U.S. Department of Energy (DOE) Retrofit Ramp-up* program. DELEG's grant application can be found at http://www.michigan.gov/documents/dleg/michigan_narrative_MRRI_318542_7.pdf

6. *Will there be any lessons learned or summary of issues available from the Ferndale, Detroit or Grand Rapids sweep programs available for the Coordinator and Non-Entitlement Communities?*

The Coordinator will be working with the BetterBuildings for Michigan project management in planning activities in the Non-Entitlement communities so as the sweeps are completed and reviewed, management will ensure continuity in all of the sweeps being conducted.

7. *Will the contractors qualifications, licensing, etc. will be the same for the Non-Entitlement Communities as it is for the sweeps currently being conducted?*

Yes.

8. *Will the Non-Entitlement Communities be responsible for conducting Quality Assurance on the neighborhood sweeps or will DELEG, Michigan Saves, etc. conduct Quality Assurance?*

That will be determined by the communities that are selected for the sweeps in conjunction with the BetterBuildings For Michigan management.

9. *How much time is going to be allowed for the outreach (both neighborhood and contractor) before the program has to launch? Has this been determined?*

The Coordinator will be working with the BetterBuildings for Michigan project management in planning activities in the Non-Entitlement communities so as the sweeps are completed and reviewed, management will ensure continuity in all of the sweeps being conducted.

10. *Does the State have a data base that will be used to collect and store all information including contractor qualifications, homeowner information, etc. Will the coordinator have access?*

The Coordinator will be working with the BetterBuildings for Michigan project management in planning activities in the Non-Entitlement communities so as the

sweeps are completed and reviewed, management will ensure continuity in all of the sweeps being conducted.

11. *Are there other partners in place for the sweeps for recycling/waste management or other services?*

The community will decide to contract for those services.

12. *Do contractors have any access to training funds per the original Michigan Retrofit Ramp-up Proposal submitted by DELEG to the DOE? If contractors are already trained according to the requirements of Michigan Saves can these funds be used for outreach, quality assurance, etc.?*

The funds for the grant are to the grantee. It is up to them to decide whether there are enough qualified contractors in their area to do the work and whether they need to hold training sessions.

13. *While the grant period extends to June 2, 2013, a draft of the final report is due in February 2013 (p. 33). Do these dates reflect then, that the majority of work/tasks accomplished must occur by Jan. 1, 2013?*

Yes.

14. *Do we need to fill out attachments 3 and 4? If so, can you provide some guidelines regarding how this can be done.*

Yes, the attachments should be filled out or acknowledge that you are aware that they must be complied with. Please refer to <http://mishporehab.wordpress.com/faq/> and http://nepa.energy.gov/selected_guidance_tools.htm to answer questions about the State Historic Preservation Office and National Environmental Protection Act.

15. *Should our budget reflect the majority of hours worked during the first two years of the grant period, with only a few hours assigned to the last six months of the grant period?*

The budget should reflect the time that is covered by the grant.