



MICHIGAN DEPARTMENT OF
ENVIRONMENT, GREAT LAKES, AND ENERGY

Renewables Ready Communities Award

REQUEST FOR PROPOSALS

Issue Date: February 29, 2024

Response Due: September 30, 2024

Webinars:

Tuesday, March 5, 2024, at 11:00 am

**Michigan Department of Environment, Great Lakes,
and Energy
525 West Allegan Street
Lansing, Michigan 48933**

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Renewables Ready Communities Request for Proposals

PART I GENERAL INFORMATION

- I-A Purpose
The Michigan Department of Environment, Great Lakes, and Energy's, (EGLE) Energy Services Unit is offering grants to incentivize utility-scale renewable energy projects permitted through local processes.
- I-B Program Description
The Michigan Department of Environment, Great Lakes, and Energy (EGLE) protects Michigan's environment and public health by managing air, water, land, and energy resources, and is focused on addressing climate change, diversity, equity, and inclusion. In 2023, Governor Gretchen Whitmer's budget allowed for state funds to reward renewable energy adopters in the state. In fiscal year (FY) 2024, EGLE will provide \$5,000 per megawatt (MW) to hosts and permittees of eligible utility-scale renewable energy projects that underwent local permitting processes, with \$2,500 per MW granted to awardees in cases when host and permitter differ. Since this application is valid before a project begins construction, hosting also refers to communities that *expect* to host, according to their acceptable permitting documentation.

Applicants must consider the following program objectives and tasks in the planning of their proposal:

1. Program Objectives
 - a. To award hosts of *eligible projects* that are grid-connected wind, solar, or energy storage projects in Michigan of a certain nameplate capacity that were approved through a local process on or after October 1, 2023.
 - b. To award communities per megawatt contained or to be contained within their boundaries, known as "hosting".
 - c. To award jurisdictions that permit on behalf of hosts.
 - d. To increase available data representative of rural communities through post-award reporting.
2. Applicant Tasks
 - a. Each applicant (a township, village, or city that hosts any portion of an eligible project, or a municipality responsible for permitting the eligible project) must complete the tasks expected of an applicant. These include:
 - i. Completing a full online application for the potential award amount, keeping in mind that the first half of funds will not be disbursed until the renewable energy project begins construction.
 - ii. Preparing to report on the use of the award funds after this point with status updates, receipts/invoices, and timeline reporting of applicable projects or services paid for by the grant funds.

- iii. Preparing to demonstrate that the funds were used to supplement the community's total expenditures, resulting in an expansion or creation of a service, program, etc. This aims to prevent these funds from substituting current expenditures.
- iv. Preparing to submit a final report that details the exact usage of the funds upon depletion of the awarded amount.

I-C Grant Award

1. Up to \$30,000,000 is available.
2. The maximum award for a single project is \$3,000,000, after which no further applications for the same project can be processed.
3. The award amount is \$5,000 per MW hosted, assuming the applicant was responsible for permitting.
 - a. In cases when permitter and host differ, each party may receive \$2,500 per MW.
 - i. "Hosting" is the current or future containment of energy technology within the smallest involved municipality's boundaries, without the possibility of being claimed by a smaller municipality.
 - ii. "Permitting" is defined as procurement and approval of a land use permit, approved site use plan, or reasonable alternative for nonzoned communities.
 - iii. Please refer to the Application Walkthrough on [our website](#) for guidance on making these distinctions.
 - b. In cases of joint municipal planning and zoning arrangements, each municipality involved in the arrangement is considered to be responsible for their own permitting (meaning the award will be \$5,000 per MW for hosts.)
4. Fifty percent (50%) of an award will be disbursed to an awardee upon reaching project construction, which is defined as "*on-site delivery of any component of an eligible renewable energy project delivered to the site. This does not include land improvements or site preparation.*" The remaining funds will be disbursed upon project operation.
5. Information about the eligible project, such as the number of megawatts contained within a specific host's boundary, will be determined by the project's partnering renewable energy developer through completion of the Developer Questionnaire (described in [Part II-B](#)).
6. Megawatts do not need to be whole. For example, a township hosting 0.9 MW of a 50 MW project may be awarded \$4,500 (\$5,000 x 0.9 MW).
7. In the event of a change of capacity after an application is already submitted:
 - a. For an increase of at least 10 percent of the project's total capacity after the application period closes, an applicant **may** request to increase their award. If the total grant funding has not been utilized, this may be granted.
 - b. For a decrease at least 10 percent of the project's total capacity after the application period closes, the grant managers **must be** alerted to amend the funding amount.

- c. An applicant's partnering developer will have been notified of this requirement through the Developer Questionnaire.

The Energy Services Unit will award funds to applicants that agree to the terms set forth in this RFP and the [Grant Agreement](#). The Energy Services Unit, an entity within EGLE, will be the primary contact with selected applicants to negotiate the scope of work, the intended use plan, reporting periods, report format, and reporting content. All other requirements are non-negotiable.

I-D Eligibility Criteria

1. Any municipality that hosts or is permitted for any portion of an *eligible project* may apply to be awarded for the MW they host and/or permitted for.
2. Definition of an *eligible project*:
 - a. The project is located in the State of Michigan.
 - b. The project attained a *permitting document* on or after October 1, 2023, which is a land-use permit, approved site use plan, or reasonable alternative for nonzoned communities.
 - c. The project is a grid-connected wind, solar, energy storage, or hybrid project of at least 50 MW, unless any wind energy is involved, in which case a project must be at least 100 MW.
 - i. All capacity values refer to nameplate capacity in alternating current.
 - ii. Capacity totals may be a sum of all technology involved in a project. For example, a single project with 10 MW of storage and 40 MW of solar would be eligible.
 - iii. The portion of megawatts hosted or permitted by a municipality does not need to reach this threshold; the project *in total* must.

The applicant must submit a complete application and agree to the requirements detailed in the Applicant Tasks section of this document.

All eligible applicants must register with the State of Michigan SIGMA Vendor Self Service (VSS) system ([see IV-A for more](#)). Additionally, each applicant is not required but strongly encouraged to provide a Unique Entity Identifier (UEI) number from the System for Award Management (SAM.gov) website. **UEI registration can take up to 10 business days to become active.**

I-E Ineligible Projects

1. Projects deemed illegal under the law or inappropriate under contract management standards.
2. Projects considered scientifically unsound or significantly increase risks to workers and/or the public.
3. Any project that violates the definition of *eligible project*, as defined in I-D.
4. Any project that attained permitting through a non-local process.

I-F Issuing Office and Point of Contact

This Request for Proposals (RFP) has been issued by EGLE's, Energy Services Unit. Questions that arise as a result of this RFP must be initially submitted to the Energy Services Unit by email. All questions regarding this solicitation should be directed to any of the following:

Zona Martin MartinZ2@Michigan.gov, Ian O'Leary OlearyI@Michigan.gov, or
Yingxin Wang WangY3@Michigan.gov

I-G Changes to the RFP and Responses to Questions

Written answers to questions, changes, and/or clarifications will be posted on the [program website](#) and will be updated until the application deadline.

I-H [Reserved]

I-I Response Date

Proposals must be submitted by 5:00 PM on September 30, 2024.

PART II INFORMATION REQUIRED FROM APPLICANTS.

NOTE: The following information must be submitted by all applicants to be considered. *Failure to attach/include the requested information will result in the rejection of the proposal.*

1. Online Application
2. Required Documents
 - a. Land Use Permit or Approved Site Use Plan
 - b. Developer Questionnaire
 - c. Intended Use Plan

Please see instructions below for additional information:

II-A Online Application

Applicants must complete the [Online Application](#). Questions marked with an asterisk (*) require a response. Applicable materials listed in Section II must be uploaded within the Online Application. Applicants can submit their completed Online Application by clicking the “Submit” button on the bottom of the application page.

II-B Required Documents

1. Land Use Permit or Approved Site Use Plan
 - a. Must be approved through a local siting process on or after October 1, 2023.
 - b. A reasonable alternative for communities with different zoning and permitting structures, such as a nonzoned community, is acceptable on a case-by-case basis.
2. Developer Questionnaire
 - a. Each applicant must submit a completed Developer Questionnaire, which can be found through the [online application](#) or on [our website](#). It is the role of the applicant to send this document to their partnering renewable energy developer, to receive it back, and to submit it in their application.
 - b. If this connection is unable to be completed, EGLE Energy Services Unit may be asked to assist, using the contact information included in I-F and I-G.
3. Intended Use Plan
 - a. The information determined through the Developer Questionnaire is necessary to complete this form.
 - b. This document can be found through the [online application](#) or on [our website](#).
 - c. The Intended Use Plan will be reviewed on project construction (and therefore, the first award disbursement) for solidification and review into a

- binding Award Use Plan.
- d. This Award Use Plan will become subject to biannual check-ins to monitor usage of funds.
 - e. The following costs are **disallowed**: sick pay, holiday pay, paid vacation time, payroll taxes, real property (e.g., land and buildings), parking, vehicle allowance, car rental, subscriptions, dues, memberships, or any additional personal uses.

Additional Budget Information:

1. Grant funding as a result of this RFP must be managed, reported, and accounted for separately from all other funding sources.
2. In the event of a partially funded proposal, selected applicant(s) will be required to submit a revised proposal before entering into a Grant Agreement.

**PART III
SELECTION CRITERIA**

All proposals received shall be subject to an evaluation by EGLE’s Energy Services Unit. The evaluation will be conducted in a manner appropriate to select the applicant for the purpose of entering into a [Grant Agreement](#). Initial screening of the applications will be conducted to ensure applicants and projects meet all eligibility requirements.

Proposals failing to meet the eligibility requirements described in Sections I-C, which do not comply with the requirements of the Grant Agreement, and/or which are incomplete, **will be rejected automatically**.

III-A [Reserved]

III-B Project Clarifications/Revisions

During the proposal review process, applicants may be contacted for clarification and for the purpose of negotiating changes in project activities, timetables, and budgeted costs. The Issuing Office reserves the right to award funds for an amount other than that requested and/or request changes to, or clarification of, the proposed project.

III-C Rejection of Proposals

EGLE’s Energy Service Unit reserves the right to reject any and all proposals received as a result of this RFP or to negotiate separately with any source whatsoever in any manner necessary to serve the best interest of the State and the Energy Services Unit. The Energy Services Unit will not pay for the information solicited or obtained as a result of a consultant/vendor’s response to any RFP.

III-D Acceptance of Proposal Content

The successful applicant(s) will be required to accept all terms and enter into a Grant Agreement with the State within 45 calendar days of being notified of funding availability. The Agreement consists of standard contract language, applicant's work plan, timetable, and budget information, a compensation clause that adheres to guidelines in this solicitation, and terms and conditions that outline additional requirements.

PART IV ADDITIONAL INFORMATION

IV-A SIGMA Vendor Registration

All communities must be registered as a vendor of the State of Michigan on the SIGMA Vendor Self Services (VSS) before entering into a Grant Agreement. If you are an existing vendor and have an account in [Sigma VSS](#), please verify that all your account information is correct. If not, please use the [Sigma VSS](#) to register. This website is for the exclusive use of the vendors and individuals intent on doing business with the State of Michigan and allows you to be paid in the event that you are awarded a contract. **Your registration may take up to two weeks to be processed.**

IV-B News Releases

News releases (including promotional literature and commercial advertisements) pertaining to the Grant or project to which it relates must not be made without prior written State approval, and then only in accordance with the explicit written instructions of the State.

IV-C Disclosure of Proposal Contents

All information in a bidder's proposal and any Grant resulting from this RFP is subject to the provisions of the Freedom of Information Act, 1976 PA 442, as amended, MCL 15.231, *et seq.*

IV-D Copyrighted Materials

See Section VI of the [Grant Agreement](#) for a summary of intellectual property provisions.

IV-E Prime Applicant Responsibilities

The selected applicant will be required to assume responsibility for all grant activities offered in the proposal, whether or not that applicant performs them. Further, the State will consider the selected applicant (Recipient) to be the sole point of contact with regard to grant matters, including but not limited to payment of any and all costs resulting from the anticipated grant. If any part of the work is to be subcontracted, the Recipient must notify their Grant Manager and identify the subcontractor(s), including firm name and address, contact person, complete description of work to be subcontracted, descriptive information concerning subcontractor's organizational abilities, Federal Employer Identification Number

(FEIN), UEI number, and/or state license number. The State reserves the right to approve subcontractors for the project and to require the Recipient to replace subcontractors found to be unacceptable. The Recipient is totally responsible for adherence by the subcontractor to all provisions of the Grant. For additional information, see Section VII and VIII of the [Grant Agreement](#) for a summary of delegation provisions.

IV-F Partner Responsibilities

Organizations partnering with selected applicant(s) must comply with the requirements of the solicitation and will be held to the same standards as prime applicants.

IV-G State Historic Preservation Office (SHPO) Section 106 Review Form

If the applicant is conducting ground-disturbing activity or work on a building(s) that is/are at least fifty years of age or older, applicant must complete in full the State Historic Preservation Office Application for Section 106 Review. The review process must be completed prior to the expenditure of federal funds. No project that results in an adverse effect to a historic property will be considered for funding. Projects may be modified to avoid adverse effects. **Submit [this form](#) with your proposal. EGLE's Energy Service Unit will review and forward to the State Historic Preservation Office, as necessary.**