



Energize Delaware Solar for Libraries Grant Application

Project Eligibility

Purpose and Project Eligibility

Energize Delaware wants to catalyze the use of solar energy in our public libraries. \$3 million dollars has been budgeted for Fiscal Year 2022-23 and beyond. This grant funding is available to Delaware's Public Libraries that desire to install solar panels at their locations. Any Public Library is eligible whether they are served by Delmarva Power, Delaware Electric Cooperative, or the Delaware Municipal Electric Corporation (DEMEC), or the City of Dover. System designs can be roof, ground or carport mounted. The grant may cover the cost of the feasibility study, installation, utility upgrades and the other components of the system including modules, inverters, and batteries, etc. Libraries are encouraged to collaborate with other Libraries to select installers at more competitive pricing. Energize Delaware is not responsible for your Library's procurement guidelines; please consult with your procurement office to obtain bids. Solar Renewable Energy Credits (SRECs) generated by the systems shall be owned by Energize Delaware.

Application Requirements

- Libraries must be a Public Library.
- Apply for ground, roof or carport mounted solar system.
- Energize Delaware reserves all rights to deny applications at our discretion.
- Accompanied by a feasibility study.
- The library will be required to provide signage recognizing Energize Delaware for funding during construction. A permanent sign or plaque is also required after construction.
- Libraries will be required to report solar system production on an annual basis for the first three years in service.
- Successful Grantees will be offered a contract with Energize Delaware that will set forth in detail the terms of the grant.
- Grants will be active for a period of 24 months after the funding has been allocated and the grant has been approved by Energize Delaware. Grant extensions will require pre-approval by Energize Delaware.
- Third-party system ownership with Power Purchase Agreements (PPAs) are not eligible for funding through this grant.

Application Timelines

Applications will be accepted after January 26th, 2023. Applications should be emailed in PDF format to Keith Modzelewski, keith@deseu.org with “Energize Delaware Solar for Libraries Grant Application” in the subject line. There is no application deadline; applications will be accepted until all funds have been allocated. Energize Delaware reserves the right to close the application acceptance window at any time. We strongly encourage each applicant to focus on a fully completed high quality application to support the funding requested by the Library. There is no advantage to rushing an application seeking an early position in the submission window. Energize Delaware may consider future funding for this program based on participation, need and popularity of the program.

Selection Criteria

- How much energy will the system generate, compared to electric usage?
- Quality and depth of feasibility study.
- Use of batteries, whether designed for emergency backup and/or resiliency.
- Overall cost and size of the system.
- History of sustainability practices within the Library.
- Libraries that have been renovated or built under modern building codes will receive preference.
- Newer libraries and Libraries under construction are more favorable than older buildings due to the evolution of building efficiency guidelines overtime.
- A more efficient building may require a smaller solar system. Factors that will be considered are as follows:
 - Age of Roof
 - Age of Building
 - Ground Mount vs. Roof Mount reasoning
 - Age of HVAC Equipment
 - LED Lighting Upgrades in classrooms, hallways, offices
 - Energy Efficiency of building weatherization/insulation
- What is the Cost per watt (installed)?
- Is the Library collaborating with other Libraries to achieve a better cost proposal?
- Project Readiness: How long is it expected for your Library to purchase and install this project?

Applicant Information:

Type of Grant Being Requested

Please mark all funding requests covered by this application:

	Solar Feasibility Study Grant
	Solar System Grant- all grants must include a solar system grant.
	Battery Backup
	Utility Upgrade Grant

Applicant Summary Information

Library Name	
Total Annual Energy Usage (kWh)	
Requested Funds (Dollars)	
Utility Provider	
Have you contacted utility provider about interconnection capacity at your location?	
Is the solar system designed for emergency backup?	
Is this a collaborative Project? If so with what other Library?	
What is the Expected Installation Date?	

Primary Contact Information

Primary Contact	
Phone	
Email	
Mailing address	

Other Contacts

	Name	Phone	Email
Library Director			
Chief Financial Officer			
Facility Manager			
Other			

Grant Requests

Feasibility Studies:

A feasibility study or renewable energy assessment is required. The feasibility study can be performed by an independent consultant or by your selected solar installer. It is highly recommended to Libraries that they receive multiple proposals from different firms.

A feasibility study typically consists of ensuring there is an acceptable level of sunlight at the location of the system, evaluating the electric usage of the building to ensure proper sizing, ensuring stability of the roof, and pricing out the most optimal system components. The feasibility study should also contain an estimated energy production and savings over the life of system. etc. This information can be helpful in creating the optimal solar system set up for your location. During the feasibility study, the utility company should be contacted to understand if an electrical upgrade is needed to the transformer feeding the Library and if the substation feeding the Library allows for interconnection to the grid.

Does your Library already have a completed feasibility study for your solar project? If yes, please complete the table below and submit your study as a separate PDF with your completed application.

Study Prepared By:	
Date Study Completed:	
Does the Study Cover the Complete Solar System? Please Explain	

You may apply for a Feasibility Study only grant by an independent solar consultant, then you will be able to reapply for a solar system grant once you have received your finished study. *We will not provide funding for feasibility studies provided by the selected installer.*

The following is a known list of companies performing independent Solar Feasibility Studies. Energize Delaware does not endorse any of these firms. The Library is responsible for vetting and hiring these, or any firms.

1. EnSave, <https://www.ensave.com> Margaret Lee margaretl@ensave.com
2. Vermont Energy Investment Corporation (VEIC), <https://www.veic.org> David Gelman dgelman@veic.org
3. Gabel Associates, <https://www.gabelassociates.com>, Andrew Conte Andrew.conte@gabelassociates.com
4. Pivot Energy, <https://www.pivotenergy.net/> Anne Kirby akirby@pivotenergy.net
5. Affinity Energy Management, <https://www.affinityenergy.net> Ed Jackson ed@affinityenergy.net

Feasibility Study Grant Request

What Firm is Completing Your Feasibility Study?	
Estimated Cost of the Feasibility Study?	
Estimated Date of Completion?	
Feasibility Grant request Amount	

Total Requested Feasibility Grant Funds _____

Grant Disbursement for Feasibility Study Grants: Energize Delaware will transfer 50% of the invoiced or contract amount when the Library provides documentation that a feasibility contract or purchase order has been approved; and 50% upon receiving a copy of the completed study.

Solar System Grant Request

Solar Contractor Description:

Name of Contractor	
Contractor's Business Address	
List of Subcontractors (if any)	

System Description:

What type of panels and wattage is being recommended?	
What type of Inverter System will be used? (String, Microinverter, Other?)	
How is production from system monitored?	
PV System Meter for system production? Smart Meter?	
Does the system include a Warranty for equipment, parts, and labor?	_____Yes _____No

Proposed Solar System Locations

Library Name	
Address	
Is this new construction?	_____ Yes _____ NO
Estimated Construction Start Date	
Year Built	
Age of roof & roof material (if applicable)	
Square Footage of Library	
Utility Company	
Utility upgrade required (Y/N)	
Size of system	
Are batteries part of the system? (Y/N)	
What is the capacity of the batteries?	
What is the estimated energy offset?	
How will the system be mounted? (Roof, Ground, Carport, etc.)	
What is the solar system's compass azimuth for each mounting direction?	
What is the Total Solar Resource Factor for the system (TSRF)?	
Estimated time to installation?	

History of Sustainable Practices

Energize Delaware’s mission is to inspire sustainable energy solutions for a thriving environment and economy. And its Vision is: “Powering tomorrow with clean, efficient, and affordable energy.” In the space below, please briefly state your Library’s work toward an environmentally sustainable Delaware.

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Budget Breakdown:

Energize Delaware Funds requested	
Library Funds (Not Required)	

	Energize DE Grant Request	Library	Total
Feasibility Study			
Installation Cost			
Battery Cost			
Estimated Utility Upgrade Costs or 15% of project budget			
Cost Share (Not Required)			

Total Solar Installation Cost _____

Grant Disbursement for Solar System Installation Grants: Energize Delaware will transfer 50% of the invoiced or contract amount when the Library provides documentation that a solar system component purchase order has been approved. And 50% upon receiving installation scheduling date.

Sources of Information:

Please attach documentation such as quotes, invoices, and purchase orders that support your budget numbers.

Data Agreement/ Applicant Declaration

- a) I have read and understand the eligibility requirements.
- b) I understand this application does not guarantee payment.
- c) I understand that incomplete applications will not be processed and submitting an incomplete application may result in loss of grant funds.
- d) Energize Delaware will require recognition of funding to be placed upon a mutually agreed upon site.
- e) Energize Delaware will require annual energy production reports for three years.
- f) I understand and accept that grant distribution processing may take **4 to 6 weeks** from the date Energize Delaware receives a complete application.
- g) It is further understood that Energize Delaware is not responsible for any other grant or incentive funding received by the applicant besides the funding Energize Delaware itself is providing.
- h) It is understood that the program may be changed or cancelled by Energize Delaware at any time for any reason whatsoever, without notice.
- i) Once funding has been awarded, the MOU will be issued to secure funding for 24 months to implement the project.
- j) It is further understood that Energize Delaware will not be held liable or accountable for anything related to the installation, operation or non-performance of the PV system, infrastructure, and components installed.
- k) It is understood that the Library will abide by all local, state and agency requirements and standards for installing the solar system.

By signing below, I acknowledge that I have read and understand the above declarations:

Library: _____

Signature of the Head Librarian or Authorized Representative:

Printed Name of the Head Librarian or Authorized Representative:

Date: _____