



# York County Community Foundation Energy Program

The mission of the Energy Program is to provide education and technical assistance related to conserving energy and/or reducing costs for energy expenditures by charitable organizations and entities otherwise eligible for help and support from York County Community Foundation. Since 1993 the Program has been assisting nonprofit organizations to reduce their energy costs so that more resources are available for community services.

The services provided by the Energy Program are available to nonprofit organizations located in York County including charitable nonprofits, municipalities, and school districts. Organizations immediately outside the County who serve York County residents may also be eligible.

Applications will be accepted twice a year and are due June 30<sup>th</sup> and December 31<sup>st</sup>. Applications may be accepted outside these due dates for construction and other projects with definitive time constraints.

For more information visit the Program's web site - [http://www.yccf.org/grants\\_energy.asp](http://www.yccf.org/grants_energy.asp) or contact Marcus Sheffer to discuss your project's needs. Completed applications and fees should be sent to Sandy Aulbach, York County Community Foundation, 14 W Market Street, York, PA 17401, 717-848-3733, [saulbach@yccf.org](mailto:saulbach@yccf.org)

# Application Guidelines

Fall 2010

The Energy Program application is divided into two distinct phases, Assessment and Implementation. During the initial assessment the overall potential of the project will be evaluated for opportunities to reduce energy costs. Based on the opportunities for energy savings and the organizational capacity for pursuing the implementation of the energy saving strategies, some projects will be selected for further free technical and financial assistance aimed at a comprehensive implementation of the recommended energy strategies.

## Assessment Phase

### Existing Facility Retrofits

Upon receipt of a completed assessment application the organization will receive a walk-through energy audit of their facility. During the initial energy evaluation, energy saving recommendations will be discussed with the organization's representatives. The organization will also receive a written report including specific energy saving recommendations and an analysis of the organization's energy bills. Sample reports and a more detailed description of our audits are available at - [http://www.yccf.org/grants\\_energy.asp](http://www.yccf.org/grants_energy.asp)

***Retrofit projects typically include, but are not limited to, lighting system upgrades, installation of building controls and major system replacements like windows, boilers, etc.***

### New Construction/Major Renovation Projects

Upon receipt of a completed assessment application the organization will receive an initial consultation regarding its project and a customized list of potential energy saving strategies to consider during the development of their project's design. They also receive a copy of *The Integrative Design Guide to Green Buildings*. This book outlines an alternative design process aimed at producing energy efficient and high performance buildings.

***Construction projects are encouraged to apply at their earliest opportunity, even before hiring their design professionals if possible.***

Assessment phase services are provided for a fee based on the size of the organization's annual budget. For organizations with multiple locations, these figures are on a per facility basis. Make checks payable to York County Community Foundation.

Organizations who cannot afford the fees should request a reduction or waiver in writing.

Under \$1.0 million	\$500.00
\$1.0 mil - \$5.0 million	\$1000.00
Over \$5.0 million	\$1500.00

Typically an organization who has a recent energy

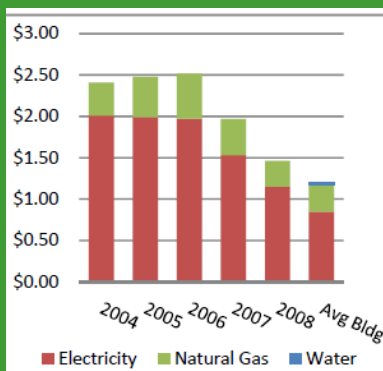
assessment will be granted a waiver. A 50% fee reduction is usually offered to organizations who had an energy assessment in past which would require updating. Organizations who have never participated in the Energy Program or have never had an energy assessment will be asked to provide the full fee.

## Free Energy Monitoring

All nonprofit organizations in York County are eligible to join the energy monitoring component of the Energy Program. This service is available free of charge by contacting us and signing up.

Once your organization is enrolled we will automatically obtain your billing data from your energy providers. Twice a year you will receive reports about your energy use and cost. The first report compares the year just past to previous years so that you can track your progress in saving energy. The second report will compare your energy use and cost to those of your peers, both locally and nationally.

Sample reports are available on the Energy Program web page.



## YCCF Energy Committee

David Cross, Wagman Construction, Chair

Carolyn Steinhauser, Community Volunteer

Alexandra Chiaruttini, Stock & Leader

David McInay, OPA

Amy Meyers, LSC Design

Frank Dittenhafer, AIA, Murphy & Dittenhafer

N. Daniel Waltersdorff, P.E., Barton Associates

Rick Hollinger, Columbia Gas of PA

Tim Fulton, Susquehanna Real Estate

Joel Snyder, RGS Associates

Henry Christ, McConkey & Company

Jane Conover, YCCF (Staff)

Marcus Sheffer, Energy Consultant

## Implementation Phase

Projects with significant energy saving potential will be encouraged to apply for further technical and financial assistance. During this application phase the organizational capacity to engage in the implementation of comprehensive energy saving strategies will be evaluated. This will be based on the implementation application and consultations with the YCCF Energy Committee members.

Projects selected to proceed to the implementation phase will receive additional technical and financial assistance from the Energy Program. The nature of this assistance will vary depending upon the scope of work identified in the assessment phase. For additional details on the types of services provided by the Energy Program see the program brochure at - [http://www.yccf.org/grants\\_energy.asp](http://www.yccf.org/grants_energy.asp)

The selected organization's Board is expected to commit the internal resources necessary to participate in the development of a comprehensive plan to reduce or minimize energy use within the facility. This will include at a minimum active participation in our technical services and the preparation of grant/financing applications.

Prior to the commencement of an implementation grant the organization will be expected to sign an agreement which will outline the responsibilities of the Energy Program and the organization. The specific services and tasks will vary depending upon the nature of the project.

### Existing Facility Retrofits

Selected projects will receive additional, free services from the Energy Program within the confines of the Program's capacity.

These services could include:

- Additional technical assistance such as a more detailed energy audit
- Consultation to identify potential funding sources
- Assistance in the preparation of funding applications
- Identification of potential strategic partners and leverage points
- Development of a comprehensive energy saving implementation plan
- Assistance in the bidding and installation of energy saving strategies

### New Construction/Major Renovation Projects

Selected projects will receive additional, free services from the Energy Program within the confines of the Program's capacity.

These services could include:

- Additional technical consultations during the design phase
- Consultation to identify potential funding sources
- Assistance in the preparation of grant applications
- Identification of potential strategic partners and leverage points
- Development of a comprehensive energy saving implementation plan
- Assistance with developing green building strategies

Construction projects are encouraged to apply at the earliest opportunity, even before hiring their design professionals. Most projects in the latter stages of design will not be considered. *The Energy Program must be included as a member of the facility's design team, not as an independent peer reviewer.*