



# Tips and technical assistance for successful IGEN lighting applications



# *What are we looking for?*

## Illinois Green Economy Network FY24 Funding Guidelines and Instructions

“Please be as detailed as possible for the evaluation and review process. Criteria for evaluation and review is based on the following: alignment with the grant’s scope of work, project details and plan, impact, fiscal condition and strength, and need.”

Consulting and/or planning expenses, including architectural and engineering fees, are **NOT** eligible for funding.



**FY24 Illinois Green Economy Network (IGEN)  
College Funding Proposal Criteria/Evaluation Rubric**

	<b>Inadequate (1 Point)</b>	<b>Marginal (2 Points)</b>	<b>Fair (3 Points)</b>	<b>Good (4 Points)</b>	<b>Excellent (5 Points)</b>	<b>SCORE:</b>
<b>Aligns with Goals of Grant and IGEN (30% - x6)</b>	The project does not align with the goals of the grant and IGEN	The project is marginally/weakly aligned with the goals of the grant and IGEN	The project is somewhat/tangentially related to the goals of the grant and IGEN	The project is aligned with the goals of the grant and IGEN	The project is aligned perfectly with the goals of the grant and IGEN	
<b>Project Details/Plan (20% - x4)</b>	No details or plan provided	The proposal provides basic or minimal information about the project	The proposal provides high-level information about the project without a detailed plan	The proposal provides information and a plan for implementation of the project	The proposal goes above and beyond to provide clear and detailed information and a plan for how and when the project will be implemented	
<b>Impact (20% - x4)</b>	The project's impact or result is unclear	The project's impact or result is insufficient to justify capacity and time	The project's impact or result somewhat/tangentially justifies capacity and time	The project's impact or result justifies capacity and time	The project's impact or result provides empirical evidence to justify capacity and time	
<b>Fiscal Condition and Strength (15% - x3)</b>	No budget information provided	The proposal provides basic or minimal budget information	The proposal provides high-level information about the budget without a detailed plan	The proposal provides budget details	The proposal goes above and beyond to provide clear and detailed information about the budget and a plan for the administration of funds	
<b>Need (15% - x3)</b>	The project's need for support is unclear	The project has a minimal need for support	The project somewhat/tangentially has a need for support	The proposal provides detailed information about a need for support	The proposal provides empirical evidence that there is a need for support	
<b>TOTAL:</b>						

13 total competitive projects were awarded in FY24 out of 32 applications.

IGEN received 12 lighting project applications and funded 6.

Total scores on FY24 lighting project applications ranged from 25 to 87.7 pts.



## Illinois Green Economy Network FY24 Notice of Funding Opportunity

# *Aligns with goal of the grant...*

The grant's scope of work is as follows (including, but not limited to):

Energy efficiency and renewable energy-related equipment, installation, and upgrade projects for campuses, with a **demonstration, education, or training component requirement** (for instance, integrating into courses and programs, involving students in installation or management process, or other learning opportunities). Examples include:

“lighting projects that **reduce consumption** of energy”



## Illinois Green Economy Network FY24 Notice of Funding Opportunity

Good examples from FY24 lighting applications re:

**....demonstration, education, or training component  
requirement**

- ✓ “The HVAC xxx course will use the project as a first-hand review for Module 7: Building Lighting, as well as a resource and discussion for Module 9: Energy Conservation Opportunities.”
- ✓ “Additionally, xxx has a self-guided sustainability tour on the main campus that is open to students and the community. The tour highlights all of the sustainability measures in place across the campus from geothermal to LED lighting.”



## Illinois Green Economy Network FY24 Notice of Funding Opportunity

Good examples from FY24 lighting applications re:

**....demonstration, education, or training component  
requirement**

- ✓ “A workshop will be offered to the community and students showing the tools needed, safety procedures, typical install process and a savings calculator to help identify the energy savings that can be realized. Signage will be present acknowledging the funding sources.”
- ✓ “We will be tracking the number of individuals attending the workshop. Multiple workshops will be offered if attendance justifies it. We will also be tracking the number of bulbs replaced, number of ballasts removed, number of rooms and square footage improved. Calculations will also be presented for number of kWh saved per year.”



## Illinois Green Economy Network FY24 Notice of Funding Opportunity

Poor examples from FY24 lighting applications re:

**....demonstration, education, or training component  
requirement**

- ✓ *Students will “witness the project”, staff will install.*
- ✓ *Demo/training/student education or engagement narrative says "None required - except to tell occupants not to touch the on/off switches"*
- ✓ *No students engagement plan addressed in the project narrative.*



## Illinois Green Economy Network FY24 Notice of Funding Opportunity

Poor examples from FY24 lighting applications re:

**....demonstration, education, or training component  
requirement**

- ✓ *No plan for student engagement - except students in some classes will "see" results. Huh?*
- ✓ *No plan to share results with campus or community - except mention "fluorescent to LED conversion" in monthly newsletter.*





## Notes from reviewing multiple FY 24 lighting applications...

- ✓ *Savings claimed at 232,609 kWh/yr. - but no calculations shown. No fixture types, locations, or counts given, or worksheet provided.*
- ✓ *\*Timeline very vague – “will be completed by end of fiscal year”.*
- ✓ *Great project potential, but very poor and missing details will result in low total score.*

\*IMPORTANT: **timeline is more critical** when work must be “bid” due to board approval deadlines, etc.



## Notes from reviewing multiple FY 24 lighting applications...

- ✓ *Total watts saved shown, but no calculations given on how this was derived, and no kWh savings or cost savings calculated.*
- ✓ *\*Rebate info amount given but not deducted from project cost.*
- ✓ *Price quote has no fixture counts given.*

\* IMPORTANT: If **utility rebate available** – IGEN expects this to be shown in the budget details.



## Notes from reviewing multiple FY 24 lighting applications...

- ✓ *Total wattage reduction shown, but no calculations of kWh savings*
- ✓ *No quote or estimate for cost of work, no explanation of how work is to be done (self or contract)*
- ✓ *No cutsheets on controls*
- ✓ *No budget/quote details;*
- ✓ *Timeline suggests project is proceeding w/wo IGEN funds so question Need.*



## Notes from reviewing multiple FY 24 lighting applications...

- ✓ *\*No cutsheet on daylight controls (but they are on quote). Cut sheet shows motion sensors that aren't mentioned in the proposal.*
- ✓ *No details on kWh savings (only watts).*

**\*IMPORTANT:** Cutsheets **need to match** quote and what is being asked to be funded.



## Notes from reviewing multiple FY 24 lighting applications...

- ✓ *Rebate box marked on checklist, but no mention of incentives on application.*
- ✓ *\*No quotes attached so where did they get budget estimates?*
- ✓ *Narrative states: "Will improve lighting efficiency by at least 50% over existing fixtures", but no existing fixtures are listed, no calculations shown, only cut sheets".*

\*IMPORTANT: **Show us** where you got your pricing and budget numbers



## Notes from reviewing multiple FY 24 lighting applications...

- ✓ *“Costs per fixture seem out of line with other applications”.* High costs result in much less impact on EE (lower kWh savings) for the dollars awarded.

Consider these two FY24 project applications. Both are T-8 to LED classroom fixture replacement projects using similar new fixtures (2' x 4' troffers). Which do you think received funding?

### College “A”

Total Project Cost: \$63,299  
Total Fixtures Replaced – 94  
Cost/per fixture = \$673.39

### College “B”

Total Project Cost: \$200,000  
Total Fixtures Replaced – 835  
Cost/per fixture = \$239.50



Poor examples from FY24 solar applications re:

**...demonstration, education, or training component requirement**

- ✓ *No plan for student engagement - except students in some classes will "observe installation".*
  - ✓ *Require vendor to appear in a couple of classes to describe the project.*
  - ✓ *Have an electrical course replicate energy production calculations.*
  - ✓ *Schedule class tours at specific times.*
  - ✓ *Insert specific requirements in the contractual agreements.*
- ✓ *No plan to share results with campus or community.*

## What we want to see in solar applications:

- ✓ *Instructional and Community Impact*
  - ✓ *Specific courses impacted by the solar and how.*
  - ✓ *Student and/or community engagement.*
    - ✓ *Press releases, open house events, tours, informational kiosks.*
- ✓ *Visibility of Solar*
  - ✓ *Map of campus location.*
  - ✓ *If unseen, how will its presence be communicated to the public.*
- ✓ *Energy Calculations and Equipment Used*
  - ✓ *Specific energy production calculations.*
  - ✓ *Anticipated % of campus energy needs provided through solar.*
  - ✓ *Annual kilowatt production.*
  - ✓ *Carbon offset calculation.*
- ✓ *Financial Impact*
  - ✓ *Energy cost comparisons at the kilowatt level.*
  - ✓ *Annual \$ savings.*
  - ✓ *10/20 year \$ savings.*
  - ✓ *Show incentives, rebates, etc. and reflect such in the budget.*





## Solar Project Types and Potential IGEN Assistance

- ✓ *Instructional Equipment* ***IGEN Grant Eligible***
- ✓ *Solar Outdoor Lighting (Parking Lots, Walkways, etc.)* ***IGEN Grant Eligible***
- ✓ *College Owned* ***IGEN Grant Eligible, but Advisement Resource***
  - ✓ *Subject to bidding & procurement laws*
  - ✓ *College responsible for engineering and specs*
- ✓ *3<sup>rd</sup> Party Owned* ***NOT IGEN Grant Eligible, but Advisement Resource***
  - ✓ *Power Purchase Agreement (PPA's)*
    - ✓ *Exempt from Bidding unless required under College Policy*
    - ✓ *May or may not involve issuance of Request for Proposals (RFP)*
    - ✓ *3<sup>rd</sup> party owner responsible for engineering and specs*



## Illinois Green Economy Network FY24 Project Proposal

### CHECKLIST for both Lighting and Solar Applications (required for complete submission):

- Detailed narrative of project, including quantitative measures of success and metrics (for instance, \* calculations/estimates for cost and energy savings, number of courses, events, or trainings created or offered, number of students trained, etc.)
- Detailed estimated project schedule or timeline
- Detailed estimated budget
- Backup documentation (for instance, cost estimates and quotes, cut sheets and flyers, and additional information supporting the proposal, as appropriate)
- Please check here if your project is eligible for any incentives or rebates

\* NOTE: SEDAC lighting worksheet will help with energy savings estimates and calculations.



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<b>TOTAL:</b>						

In conclusion - consider each category of the rubric..

Score the project yourself before submitting your application!

Would you give yourself a high enough score to receive funding?



# Questions?