

APPLICATION FOR SUSTAINABILITY AWARDS (SUST)

Please submit separate form for each award. If the project is across more than one development, provide information for all developments. Please refer to the “Sustainability Award Category List” for components and projects which may qualify for funding and the requirements for each. This list is not exhaustive of the types of projects eligible for Sustainability awards.

The availability of funds is subject to Sustainability Funding in each year, and therefore not all “qualifying” projects will be funded.

Completed Applications should be emailed to:

Greg Abbe, gregory.abbe@mass.gov

Gemma Wilkens, gemma.wilkens@mass.gov

BACKGROUND INFORMATION	
Housing Authority Name	
Today's Date of Application for SUST Funds	
Submitted by: Name and Title	
Executive Director's Name (if not submitter)	
Executive Directors email	
Development Name	
Development #	
# of Buildings in development	
# of Buildings impacted by this renovation	
# of Units in development	
# of Units impacted by this renovation	
Name of RCAT PM, if PLHA	
Email address of RCAT PM, if PLHA	
EOHLC PM	
EOHLC Architect or Engineer	
Chair of Board of Commissioners	

UTILITY PROVIDERS	
Name of electricity provider (if in Municipal Light Territory, indicate “Muni”)	
Name of gas provider (indicate if “None”)	
Primary source of heat (electricity, gas, oil or propane)	

Mass Save Income Eligible Program ENERGY AUDIT Note: energy audit which evaluated <i>requested component</i> must have been within the past 4 years in order for the project to qualify for SUST funding. This is required to be filled out even if submitting an application for indoor air quality improvements, toilets or exterior improvements. Even though the Income Eligible program doesn't typically pay for these items, it will give a fuller understanding of your overall sustainability.	
Name of Income Eligible Lead Vendor for electric components Examples: Action Inc. for NGrid; ABCD for Eversource, Community Action for WMECO (Western MA) and Cape Light Compact	
Name of Income Eligible Lead Vendor for gas components, if different from electric components Examples: Action Inc. for NGrid; ABCD for Eversource, WMECO, Liberty Gas and Berkshire Gas	
Name of contractor who installed components paid for by the Income Eligible Program:	
For all dates below, provide month and year of signed contract. If you only have date of component(s) installation, provide those dates and indicate as such.	
Date of most recent electric energy audit <i>for this development</i>	
Date of most recent electric energy audit for the specific component , if different than above	
Date of most recent audit for Air Source Heat Pumps only, if relevant	
Date of most recent GAS audit if one was done for boiler/furnace/domestic hot water and/or air sealing/insulation if heated by gas. Muni's are required to have a gas audit if any gas components are being requested.	
Indicate if specific component requested was partially – but not completely installed by the Income Eligible Program. <i>Provide details</i> – i.e. interior lighting was provided, but not parking lot pole lighting, even though LHA requested pole lighting to be evaluated.	
Indicate if specific component was rejected by the Income Eligible Program because it wasn't cost-effective, or reason was not given.	

PROJECT DETAILS	
Sustainability Award Category: Building Envelope, HVAC, Lighting, Refrigerators, Indoor Air Quality or Exterior	
Describe urgency of project and comment on why you are requesting funds at this time. Reference any relevant implications on energy-use, and envelope or HVAC system durability.	
Indicate if requested award is stand-alone, or one component of a larger project ¹	
A. If stand-alone:	
1) Provide details of project and # of items – <i>e.g. 3 boilers in 2 buildings</i>	
2) Estimated Construction Costs (from CPS or consultant)	\$
3) Estimated % soft costs and \$ soft costs	% and \$
4) Estimated TDC	
5) FISH number if assigned	
6) Name of project & CPS # (required)	
B. If part of a larger project:	
1) Provide details of larger project and # of items – <i>e.g. roof replacement on 9 of 10 buildings</i>	
2) Estimated Construction Cost of larger project (without Sustainability component)	\$
3) Estimated soft costs of larger project (only non-Sustainability components if there are separate soft costs identified for Sustainability component)	\$
4) Provide details of Sustainability component and # of items – <i>e.g. air sealing and insulation in 9 of 10 buildings with new roofs</i>	
5) Estimated Construction Cost of Sustainability component	\$
6) Estimated \$ soft costs of Sustainability component, if separately identified	% and \$
7) Estimated TDC of Sustainability component	\$

¹ For example, if new roofs have already been installed, and **afterwards** Air sealing and insulation is requested, this award needs to be a separate project, with a separate CPS and FISH #'s. If Air Sealing and Insulation is spec'd within the original Scope of Work, it will use the CPS and FISH #s of the larger project.

8) Estimated TDC of entire project (non-Sustainability + Sustainability TDC)	\$
9) FISH number if assigned	
10) Name of project & CPS # (required)	

Indicate whether Force Account Labor will be used	
FY of request – i.e. FY19 if bidding is expected before April 30 th , 2019 and FY20 if bidding is expected after April 30 th , 2019	FY
Expected CSC – season (winter, spring, summer or fall) and year	

AWARD APPROVAL PROCESS	Responsible Party
1) The Project will be reviewed by DHCD to see if it meets the requirements of Sustainability Funding. If the requirements are met, an award will be made based on available funding for the funding year requested.	EOHLC Sustainability Program Developer
2) If the awarded project becomes a new component of an existing FISH project, the TDC will need to be adjusted in the project budget and the title of the project changed to reflect the award.	EOHLC Project Manager
3) If awarded project is for a new project, a CPS Project needs to be created and a revision to the capital plan made. A new FISH# will be generated in the revision process.	RCAT Project Manager or LHA
4) The title of ALL projects with Sustainability Awards must be created with and/or changed to reflect the award year and Sustainability Title, i.e. FY19 Sustainability – Energy, <i>Component & # (i.e. Boilers (20))</i> .	EOHLCP Project Manager