Renew America's Nonprofits
ROCKY MOUNTAIN REGION

Project Phases

Phase	What information do we need from applicants?	What do applicants receive at the end of the phase?	What is next at the end of the phase?
Preliminary Energy Assessment (50-70+ facilities per cycle, 100-140+ total)	1. Facility name 2. Square footage 3. Address 4. Electricity usage data for at least 12 consecutive months 5. Fossil fuel usage data for at least 12 consecutive months 6. Point of contact name and email address	**Preliminary Energy Assessment Report** summarizing each facility's energy usage, target energy usage, potential energy and cost savings, and initial retrofit suggestions.	**30-40+ applicants** are selected, based on energy use intensity (EUI) from their preliminary energy audit, to proceed to the **Level I Energy Audit** phase.
Level I Energy Audit (30-40+ facilities per cycle, 60-80+ total)	1. Building envelope data 2. Lighting system data 3. Plug load data 4. Heating/cooling system data 5. Temperature setting(s) 6. Building shape 7. Architectural drawings of the building 8. Year the building was built 9. Proof of building ownership 10. Proof of 501(c)(3) status 11. Historic status of the building 12. Location of building with respect to 100-year floodplain 13. Whether building is located on Tribal Land	**Level I Energy Audit Report** summarizing each facility's annual energy consumption, potential retrofits, and cost estimates of installing the retrofits.	**20-30 applicants** are selected, based on Level I Energy Audit results, to proceed to the **Level II Energy Audit** phase.
Level II Energy Audit (20-30 facilities per cycle, 40-60 total)	1. SAM.gov registration 2. Web address 3. Nonprofit sector of the building 4. Building operation details, including control of energy systems (heating, cooling, lighting, etc.) 5. Facility's mission 6. Justification for the need of retrofit funds 7. Plan for the organization to utilize the cost savings from the retrofits 8. List of potential non-energy impacts of the retrofit project 9. Cost share details	**Level II Energy Audit Report**, outlining the results of the on-site audit, testing results, calibrated detailed energy model for the facility, and comprehensive energy and cost benefit analysis of optimized retrofit measures.	**12-18 eligible nonprofits** are selected to receive funding for retrofits and, after US Department of Energy approval, proceed to the **Retrofit Implementation Phase** (i.e., becoming retrofit subrecipients). Facilities selected for retrofits will receive a **Retrofit Project Summary (RPS)**, summarizing subrecipient priorities, building energy audit results, and retrofit budget details.
Retrofit Implementation (12-18 facilities per cycle, 24-36 total)	Subrecipients, with assistance from the University of Colorado Boulder team as needed, will select subcontractors for the retrofit project.	The University of Colorado Boulder team will provide detailed **technical documents and construction details** for the subrecipients to be used in selecting subcontractors' bids for their retrofit projects.	The University of Colorado Boulder team will assist subrecipients in bidding, procurement, selecting subcontractors, pre-commissioning and retro-commissioning the implemented retrofits.
Measurement & Verification (12-18 facilities per cycle, 24-36 total)	Utility data for electricity and fossil fuel consumption post retrofit (12 consecutive months for cycle 1 facilities and 6 consecutive months for cycle 2 facilities)	**Measurement & Verification (M&V) Report** for each subrecipient documenting the energy savings and carbon reductions achieved after their facility was retrofitted.	The University of Colorado Boulder team will perform M&V analyses for all retrofitted facilities to quantify the actual reductions in energy consumption, operating costs, and carbon emissions.

Project Timeline

Oct 2024-Jan 2025 Cycle 1 Application Open, Preliminary Energy Assessments Conducted

Jan-May 2025 Cycle 1 Level I Energy Audits Conducted

Apr-Sep 2025 Cycle 1 Level II Energy Audits Conducted

Oct 2025-Jan 2027 Cycle 1 Retrofits Designed and Implemented

Feb 2027-Jan 2028 Cycle 1 Measurement & Verification Analysis Conducted

Cycle 1

Oct 2024 RAN-RM Project and Cycle 1 Start

Jan 2025 **Preliminary Energy Assessment Reports** distributed, facilities proceeding to Level I Energy Audit Phase selected

May 2025 **Level I Energy Audit Reports** distributed, facilities proceeding to Level II Energy Audit Phase selected

Sep 2025 **Level II Energy Audit Reports** distributed, facilities proceeding to Retrofit Implementation Phase selected

Jan 2027 **Retrofit Implementation Phase** completed, energy monitoring for Measurement & Verification begins

Jan 2028 **Measurement & Verification Reports** distributed

Feb 2025-Jan 2026 Cycle 2 Application Open, Preliminary Energy Assessments Conducted

Jan-May 2026 Cycle 2 Level I Energy Audits Conducted

Apr-Sep 2026 Cycle 2 Level II Energy Audits Conducted

Sep 2026-Apr 2028 Cycle 2 Retrofits Designed and Implemented

Apr-Sep 2028 Cycle 2 Measurement & Verification Analysis Conducted

Cycle 2

Feb 2025 Cycle 2 Start

Jan 2026 **Preliminary Energy Assessment Reports** distributed, facilities proceeding to Level I Energy Audit Phase selected

May 2026 **Level I Energy Audit Reports** distributed, facilities proceeding to Level II Energy Audit Phase selected

Sep 2026 **Level II Energy Audit Reports** distributed, facilities proceeding to Retrofit Implementation Phase selected

Apr 2028 **Retrofit Implementation Phase** completed, energy monitoring for Measurement & Verification begins

Sep 2028 **Measurement & Verification Reports** distributed

University of Colorado Boulder

U.S. DEPARTMENT OF ENERGY