

**State of Iowa  
Iowa Energy Center Board  
Meeting Minutes of February 20, 2020  
Iowa Economic Development Authority/IFA  
1963 Bell Avenue, Suite 200, Helmick Conference Room  
Des Moines, Iowa**

**Call to order 1:00 p.m.**

**Board Members Present**

Timothy Whipple, Board Chairperson  
Debi Durham  
Stuart Anderson  
Robert Berntsen  
Jenae Jenison  
Valerie Newhouse  
Dan Nickey  
Joel Schmidt  
Geri Huser\*  
Gul Kremer\*  
Rick Olesen\*

**Board Members Absent**

Jennifer Johnson  
Nathan Young

**Iowa Economic Development Authority Staff Present**

Brian Selinger  
Amber Buckingham  
Stephanie Weisenbach  
Shelly Peterson  
Ryan Young  
MK Anderson  
Terry Roberson  
Kristin Hanks-Bents  
Lisa Connell  
Jessica O'Riley  
Alaina Santizo  
Maicie Pohlman  
Betty Hessing  
Vicky Clinkscapes

**Others Present**

Deb Grooms, Iowa Propane Gas Association  
Craig Markley, IDOT  
Dave Lyons, City of Dubuque  
Chaz Allen, Iowa Utilities Association  
Brenda Biddle, Iowa Utilities Board  
Paul Ovrom, Iowa Department of Ag & Land Stewardship

\*Participated via teleconference

**Welcome & Introductions by Board Chairperson Timothy Whipple**

**Roll Call by Betty Hessing, Administrative Assistant**

A quorum was established, as all Board Members were present except Jennifer Johnson and Nathan Young.

**Consideration of November 6, 2019, Meeting Minutes**

Motion by                   Stuart Anderson  
Motion                       I move approval of the November 6, 2019, minutes.  
Second                     Dan Nickey  
Voice Vote                 All ayes in favor. Motion approved.

**Public Comment Period** – No comments.

**Fiscal Update (Attachment A)**

Presentation provided by Terry Roberson. No questions or comments were made.

**Alternate Energy Revolving Loan Projects**

Stephanie Weisenbach stated the Board has three projects to vote on today. We opened this last application cycle on November 21, 2019. We made changes to application to ensure we added more clarity to the instructions for the applicants. We also held a webinar to convey application instructions. More IEDA & IFA staff are involved in the review process. The applications were due January 6, 2020. We have established quarterly deadlines for the remainder of 2020, that sync up with the amount of time we need for application review. After we received the applications, we had almost \$1.3M in requests and these three are on agenda today. We looked at completeness and eligibility; we looked at the applicant detail to assess their ability to pay and any associated risks; we looked at the collateral for eligibility and ensured it was appropriate for the loan that was being considered. We looked at project specific details and risks relating to issues such as energy production, return investment and cash flow. We provided information to the Loan Committee and they met this morning to come-up with recommendations on these loan projects. No questions or comments were made.

**KSB Solar, LLC -- 164.63 kW Solar Project (Attachment B)**

Roll Call                    Yes: 10     No: 0     Abstain: 1 (Joel Schmidt)  
Motion approved.

**Nova Properties, LLC — 950 kW Solar Plus Battery Storage Property (Attachment C)**

Roll Call                    Yes: 10     No: 0     Abstain: 1 (Joel Schmidt)  
Motion approved.

**RNR Solar, LLC – 167.17 kW Solar Project (Attachment D)**

Roll Call                    Yes: 10     No: 0     Abstain: 1 (Joel Schmidt)  
Motion approved.

**Grant Program**

**Grant Program Update — Presentation provided (Attachment E)**

Amber Buckingham gave an update on the Grant Program. She explained we have seven open grants out of the twenty-three grants we inherited. All but two of those are slated to close this year. All will be closed by December 31, 2021. One will close September 30, 2020, and the last one closes December 31, 2021. Ms. Buckingham asked if there were any questions on the general status of the Grant Program and there were no questions.

Amber Buckingham moved on to the Policies and Procedures Handbook Amendments presentation. Staff recommendation would be to approve those amendments to the Policies and Procedures Handbook.

**Grant Program Policies and Procedures Board Report (Attachment F)**

Geri Huser asked if anywhere in that process, is there any points or any review towards compliance with regulatory provisions. Amber Buckingham replied there is nothing in particular in the Grant procedures that addresses that. It's in the contract. Timothy Whipple asked if any applicants are directly subject to regulations. Geri Huser replied that all the solar projects that are over a certain amount would be required to at least notify, if not apply for a TCU. Timothy Whipple asked if any of the criteria for the Grant Application—would people building those projects be applying for these grants? Amber Buckingham replied she didn't believe so because we don't allow private asset development in the installation of solar arrays on the grant side. Geri Huser thanked Amber Buckingham for the answer. Timothy Whipple stated that Geri Huser's question was relevant to the loan projects which we just approved, particularly the Nova Properties, LLC project. Timothy Whipple asked Stephanie Weisenbach to investigate that. Stephanie Weisenbach stated they discussed a similar topic at the Loan Committee meeting today. Stephanie will follow-up with Geri Huser and IUB staff.

**Approve Amended Grant Program Policies and Procedures and Procedures Handbook (Attachment G)**

Motion by	Dan Nickey
Motion	I move to approve the amended Grant Program Policies and Procedures Handbook.
Second	Valerie Newhouse
Roll Call	Yes: 11      No: 0
	Motion approved.

Amber Buckingham reviewed the IEC Grant Program Round Two timelines. We're looking at the August 6, 2020, meeting for award decisions. The next steps here that we have are we will open the IowaGrants portal for pre-applications today, now that you have approved those Policies and Procedures. We will also load all the information into IowaGrants on our website, so applicants will have access to both the Policies and Procedures and the Pre-application Guide. Pre-applications do close on March 19<sup>th</sup> and our Grant Committee is meeting on April 22<sup>nd</sup> and hopefully for the selected participants, the full application for them will be open on April 23<sup>rd</sup>. Amber Buckingham asked

if there were any questions and there were none.

### **Propane Supply Challenges & Propane Dashboard**

Craig Markley—Modeling, Forecasting & Telemetrics with the Grant Programs Team at the IDOT, gave a presentation. URL for Mr. Markley's presentation is [iowa.propanestats.com](http://iowa.propanestats.com). **(Attachment I)**

Deb Grooms, CEO, Iowa Propane Gas Association, gave a presentation. **(Attachment H)**

### **Dubuque Fleet Electrification with Local Renewables & Storage (Attachment J)**

Dave Lyons, Sustainable Innovation Consultant, with the Greater Dubuque Development Corporation, gave a presentation.

Three things Dubuque hopes to come back to IEC with—(1) What project works in Dubuque and why? (2) How can that project replicate in other communities that are already starting to think about this? and (3) Are there policy or regulatory issues that we need to address as we go through this to reduce the period of time necessary for a City or a private sector entity to get a good return on its investment to electrification?

Joel Schmidt, Vice President of Business Development with Alliant Energy, focused back on Alliant working with Dubuque and stated there is always a number of innovation projects. This one was an increased economic electric globe with electrification transportation. Dubuque seems like a community that is ready to continue the discussion on this and so we're working with them and moving to the next level on projects.

Debi Durham asked Brian to share the Energy's Office perspective on this project.

Brian Selinger stated that from the Energy Office's perspective, we're approached with this very intriguing concept—you can see it as Dave has articulated it—but we also really value those partnerships and have seen that with Alliant and the City of Dubuque—we're fortunate to have resources, whether that's the Energy Center/the Energy Office has some other things, but our money can only go so far, so we would like to try and do these replicable models and so ours is going to be more of the assessment—work out what are the barriers—what are the solutions—so we thought we could play that part in this and others can take it further and then maybe there will be something to be gleaned for other communities. We were glad to play a piece of this supportive puzzle.

Dave Lyons said that was a piece, as a consultant part, that we appreciated. I came charging in thinking I was going to turn-in an application to the Iowa Energy Center for a Grant, but it quickly became clear in a conversation that it would be really good if Dubuque had a strong feasibility study done ahead of time with all the proformas attached and the partners in-place and we can help you with that. Dubuque will be back, but I do appreciate the fact that when we

came through the door, the answer wasn't "no". The answer was "not yet, but let us help you to get there".

Debi Durham stated this is a great example of why it makes sense for the Energy Center to be here with the Energy Office because these are not Energy Center funds we used; they were the Energy Office funds. Obviously, we see the line of site between the two and we do see value in the project, but you were not ready to come forth as a grant. We are seeing more of the synergy of having both entities located here with our team.

### **Other Business - Director's Updates**

Debi Durham reported the Energy Office is very busy. Some of the things we're hoping for this year is to do a pilot program with an ethanol plant. Obviously, we need to look for new revenue streams right now. It will be at least one pilot project; we would still like to do another different kind of model. This one will bring in the pork producers and try to figure out how you monetize this—it's not so much monetizing it for the ethanol center, but how do we help the farmer with transporting the manure etc.. We have a lot of moving parts, but we're working through that.

The other thing we're working on with the Energy Office, as well as with the SRF funding, which we do here as well—the Sewer & Water and Revolving Loan—is really looking at propping up an R&D facility where we can test new biological processes in real life theater and get IDNR more comfortable with these new technologies. I am of the belief that we are overbuilding so much of our infrastructure in the State and we overbuild it because we have such a strong regulatory mindset. If you misstep on the download, that creates problems, but yet, we really analyzed it to say that there are a lot of other States—Colorado being one—who really value their environment and are doing more and more technology and innovation, which would move down the cost of a lot of these facilities that we're requiring.

Debi Durham stated that she was vocal regarding that the loan needs to be restructured, but was told by IEDA's attorney, that we do not have the authority to do that and it would take a legislative change to do that. The plan will be that we will be prepared to go to the legislature next year and talk about how we believe that this loan program should be more retrofitted. We will include stakeholders in conversation about legislation.

Brian Selinger encouraged the Board members to send people our way so we can have conversations regarding innovative projects, and we can have better understanding and perhaps refer projects that are better suited for Energy Office resources or the Energy Center or other State agencies, such as the IDOT. Final thing on Energy Storage in particular, it's the first action item of our Energy Storage Committee and Action Plan—we issued an RFP and that period has closed and we've selected a firm to produce this and are working on a contract. They have done economic development storage assessments for other States and we thought they could hit the ground running. We already have a Form Committee and we are going to continue that. We have a vision that not only will they present their findings to that Committee, but I would like them to come to the Energy Center Board and convey what that looks like.

What is the potential; what are the barriers; what are the opportunities? We're pushing to try to have that done in the Fall.

Chairperson Whipple stated he looks forward to re-designing the Loan Program, sitting on a Loan Committee and looking at some of these applications. Not that they're bad projects, but the program that we have is thirty years old and things have changed in the marketplace; the private sector knows how to finance these. It's time to take a sizeable pot of money that this organization has and put it into something of today.

**Next Quarterly Board Meeting**            May 21, 2020, at 1:00 p.m. at IEDA/IFA, 1963 Bell Ave., Suite 200, Helmick Conference Room, Des Moines, Iowa

**Adjourn**                            2:20 p.m.

Respectfully Submitted,  
Betty Hessing, Administrative Assistant

# Attachment A

IEDA										
Financial Report										
Iowa Energy Center										
Fiscal Year 2020										
January 31, 2020										
	IEC MAIN ACCT			IEC/AEL LOAN ACCT						
			Total			Total				
	Admin	Projects	Fund		Admin	Projects	Fund			OCT 1 2017
										NOTES REC
<u>Revenue</u>										
Cash Balance Forward	400,000	11,148,535	11,548,535		0	11,110,230	11,110,230	Notes Rec		6,199,668
FY20 IUB Transfer	0	3,410,497	3,410,497		0	0	0	Bal 7-1-19		0
Principal Repayments YTD	0	0	0		0	1,652,393	1,652,393			(1,652,393)
Interest Revenue	0	106,430	106,430		51,295	51,295	102,590			0
Other Revenue YTD	0	0	0		0	0	0			0
Deappropriations	0	0	0		0	0	0			0
Transfers	0	0	0		0	0	0	Notes Rec		0
Total Revenue YTD	400,000	14,665,462	15,065,462		51,295	12,813,918	12,865,213	Balance		4,547,275
<u>Expenses</u>										
Administration YTD	(143,278)	0	(143,278)		(4,658)	0	(4,658)			
Project Payouts YTD	0	(152,886)	(152,886)		0	0	0			
Leg Auth Transfers (18 Acts Ch 1172 Sec 91)			0				0			
Total Expense YTD	(143,278)	(152,886)	(296,164)		(4,658)	0	(4,658)			
<u>Obligations</u>										
Obligations C/F	0	641,037	641,037		0	0	0			
Current Year Obligations	0	2,661,763	2,661,763		0	211,412	211,412			
Current Year Rescissions			0				0			
Current Year Payouts	0	(152,886)	(152,886)		0	0	0			
Balance of Current Year Admin	256,722	0	256,722		46,637	0	46,637			
Net Obligations YTD	256,722	3,149,914	3,406,636		46,637	211,412	258,049			
Balance Available	0	11,362,662	11,362,662		0	12,602,506	12,602,506			







**Applicant:** KSB Solar, LLC  
**Project Type:** Solar  
**Project Size:** 164.63  
**Amount:** \$173,601  
**Term Request:** 10 years  
**Board Decision:** February 20, 2020

# Attachment B

## Summary

KSB Solar, LLC plans to develop, own and operate seven solar energy production facilities and sell the electricity to the city of West Union (Fayette County). The projects will serve the city hall building, a maintenance shop, streetlights, lift station, library and swimming pool. There will be both ground mounted and roof mounted systems, producing a total of approximately 209,900 kWh annually. The applicant will enter into a Power Purchase Agreement with the city of West Union.

The recommendation for this project will be presented at the Iowa Energy Center Board meeting.

## Funding Sources

### Financing

Source	Form	% of Eligible Project Cost	Amount
Iowa Energy Center AERLP	10-year loan	50%	\$173,601
Decorah Bank & Trust Co.	10-year loan	50%	\$173,601
<b>Total Eligible Cost</b>			<b>\$347,202</b>

### Tax Credits

Name of Credit	Source	Estimate
Investment Tax Credit (ITC)	Federal	\$115,734
Solar Energy System Tax Credit	State	\$57,868
<b>Total</b>		<b>\$173,602</b>

## Loan Term

IEC loan terms are determined by selecting the *shortest* of the following:

1. The estimated useful life
2. The estimated return on investment, or
3. The term of any other loan used to finance the project

This project's estimated useful life is the highest of the above list. The bank loan assisting in financing the project has the same term as their request from IEC. The estimated return on investment for a project with a Power Purchase Agreement involves analyzing the project cash flow.

**Applicant:** KSB Solar, LLC  
**Project Type:** Solar  
**Project Size:** 164.63  
**Amount:** \$173,601  
**Term Request:** 10 years  
**Board Decision:** February 20, 2020

## Collateral

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A Corporate Guaranty is pledged from Brynsaas Sales and Service, a well-established farm equipment supplier with related ownership to KSB Solar, LLC. IEC Loan funds will not be disbursed by IEDA until after collateral has been secured.

- A corporate guaranty is an executed written commitment through which a guarantor agrees to provide full payment if the recipient of the loan does not or cannot pay back the loan. IEDA will provide the required corporate guaranty document to the guarantor for signature.

## Project Timeline

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Award Decision Date:	February 20, 2020
Installation:	June 1, 2020
Start-up Report:	Within 30 days of being placed in service

**Applicant:** Nova Properties, LLC  
**Project Type:** Solar plus battery storage  
**Project Size:** 950 kW  
**Amount:** \$950,000  
**Term Request:** 10 years  
**Board Decision:** February 20, 2020

# Attachment C

## Summary

Nova Properties, LLC plans to develop, own and operate a new ground-mounted solar plus battery energy production facility and sell electricity to Luther College. It is estimated to produce 1,200,000 kWh annually. The applicant will enter into a Power Purchase Agreement with Luther College.

The recommendation for this project will be presented at the Iowa Energy Center Board meeting.

## Funding Sources

### Financing

Source	Form	% of Eligible Project Cost	Amount
Iowa Energy Center AERLP	10-year loan	50%	\$950,000
Northeast Security Bank	10-year loan	50%	\$950,000
<b>Total Eligible Cost</b>			<b>\$1,900,000</b>

### Tax Credits

Name of Credit	Source	Estimate
Investment Tax Credit (ITC)	Federal	\$600,000
<b>Total</b>		<b>\$600,000</b>

## Loan Term

IEC loan terms are determined by selecting the *shortest* of the following:

1. The estimated useful life
2. The estimated return on investment, or
3. The term of any other loan used to finance the project

This project's estimated useful life is the highest of the above list. The bank loan assisting in financing the project has the same term as their request from IEC. The estimated return on investment for a project with a Power Purchase Agreement involves analyzing the project cash flow.

**Applicant:** Nova Properties, LLC  
**Project Type:** Solar plus battery storage  
**Project Size:** 950 kW  
**Amount:** \$950,000  
**Term Request:** 10 years  
**Board Decision:** February 20, 2020

## Collateral

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An irrevocable letter of credit has been pledged as collateral from the same bank that is providing the private loan. IEC Loan funds will not be disbursed by IEDA until after collateral has been secured.

- An irrevocable letter of credit is an official correspondence from a bank, requested by the applicant. It assures that the bank will pay the loan if the borrower fails to pay.

## Project Timeline

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**Award Decision Date:** February 20, 2020  
**Installation:** September 1, 2020  
**Start-up Report:** Within 30 days of being placed in service

# Attachment D

**Applicant:** RNR Solar, LLC  
**Project Type:** Solar  
**Project Size:** 167.17 kW  
**Amount:** \$172,215  
**Term Request:** 10 years  
**Board Decision:** February 20, 2020

## Summary

RNR Solar, LLC plans to develop, own and operate five solar energy production facilities and sell the electricity to the city of West Union (Fayette County). The projects will serve water wells, fire station, maintenance shop, lift station/pump station. There will be both ground mounted and roof mounted systems, producing a total of approximately 203,100 kWh annually. The applicant will enter into a Power Purchase Agreement with the city of West Union.

The recommendation for this project will be presented at the Iowa Energy Center Board meeting.

## Funding Sources

### Financing

Source	Form	% of Eligible Project Cost	Amount
Iowa Energy Center AERLP	10-year loan	50%	\$172,215
Decorah Bank & Trust Co.	10-year loan	50%	\$172,215
<b>Total Eligible Cost</b>			<b>\$344,430</b>

### Tax Credits

Name of Credit	Source	Estimate
Investment Tax Credit (ITC)	Federal	\$114,810
Solar Energy System Tax Credit	State	\$57,406
<b>Total</b>		<b>\$172,216</b>

## Loan Term

IEC loan terms are determined by selecting the *shortest* of the following:

1. The estimated useful life
2. The estimated return on investment, or
3. The term of any other loan used to finance the project

# IOWA ENERGY CENTER LOANS PROJECT REPORT



**Applicant:** RNR Solar, LLC  
**Project Type:** Solar  
**Project Size:** 167.17 kW  
**Amount:** \$172,215  
**Term Request:** 10 years  
**Board Decision:** February 20, 2020

This project's estimated useful life is the highest of the above list. The bank loan assisting in financing the project has a ten-year term.

## Collateral

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A Corporate Guaranty is pledged from Brynsaas Sales and Service, a well-established farm equipment supplier with related ownership to RNR Solar, LLC. IEC Loan funds will not be disbursed by IEDA until after collateral has been secured.

- A corporate guaranty is an executed written commitment through which a guarantor agrees to provide full payment if the recipient of the loan does not or cannot pay back the loan. IEDA will provide the required corporate guaranty document to the guarantor for signature.

## Project Timeline

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Award Decision Date:	February 20, 2020
Installation:	June 1, 2020
Start-up Report:	Within 30 days of being placed in service

# Attachment E



# Iowa Energy Center Board Meeting

February 20, 2020

Amber Buckingham, Program Manager





# Grant Program Update

- Inherited Grants
  - Open Grants
  - Close Outs
  - Final and Midterm Reports
- First Round Grants
  - Trainings
    - IowaGrants system
    - Reporting Requirements
    - Claims

# Iowa Energy Center Policies and Procedures Handbook Amendments

- Clarifying definition of Iowa Business
  - Must have a physical office in Iowa.
- Private Asset Development Examples
  - Installation of a solar array on a building.
  - R&D used to primarily enable the manufacturing of a product solely for the profit of the applicant.
- Indirect Costs will be calculated based on the total project budget.

# Iowa Energy Center Policies and Procedures Handbook Amendments

- Updated the list of possible pre-application and full application reviewers.
- Provided clarification on the timeline for deliverables. Applicants will now provide a start date and an end date in the full application for each named goal/objective.

# Iowa Energy Center Policies and Procedures Handbook Amendments

- **Cost Share**

- Cost share is not required to apply for Iowa Energy Grant Funds.
- Applicants do have the opportunity to obtain extra points if they provide or secure cost share.
- Unrecovered indirect costs cannot be used as cost share.
- In-kind donations can be used as cost share.
- Applicants must indicate if they have secured cost share in the pre-application. Applicants will not be allowed to add cost share to their budgets in the full application.
- Points awarded for cost share will be based on the total project budget, not the IEC request.

# Iowa Energy Center Policies and Procedures Handbook Amendments

- **Monitoring**

- IEDA staff will routinely conduct one site visit per year. Staff retains the right to increase the number of site visits if necessary.

- **Amendments**

- Recipients will request an amendment in writing through [IowaGrants.gov](http://IowaGrants.gov).

# Iowa Energy Center Policies and Procedures Handbook Amendments

- **Pre-Application Scoring Criteria Changes**
  - Changed the scoring metrics from yes/no questions to a point-based system.
  - Seven sections, 5 points per section for a total of 35 points
  - Applicant must score 25 points to be eligible for final application.
  - Cost share information must be provided in the pre-application round.

Evaluation Criteria	Total Points
Does the proposal demonstrate how the project meets one of the seven key focus areas of the Iowa Energy Plan?	5
Does the proposal demonstrate how the project provides a benefit to Iowa ratepayers?	5
Does the proposal clearly describe the project goals?	5
If the applicant has received previous IEC awards, did they demonstrate acceptable past performance?	5
Is the budget proposal complete and appear to support the grant activities as described?	5
Does the proposal describe a dissemination or post-grant activity plan?	5
Does the proposal demonstrate that the applicant has obtained cost share?	5

# Iowa Energy Center Policies and Procedures Handbook Amendments

## • Full Application Scoring Criteria Changes

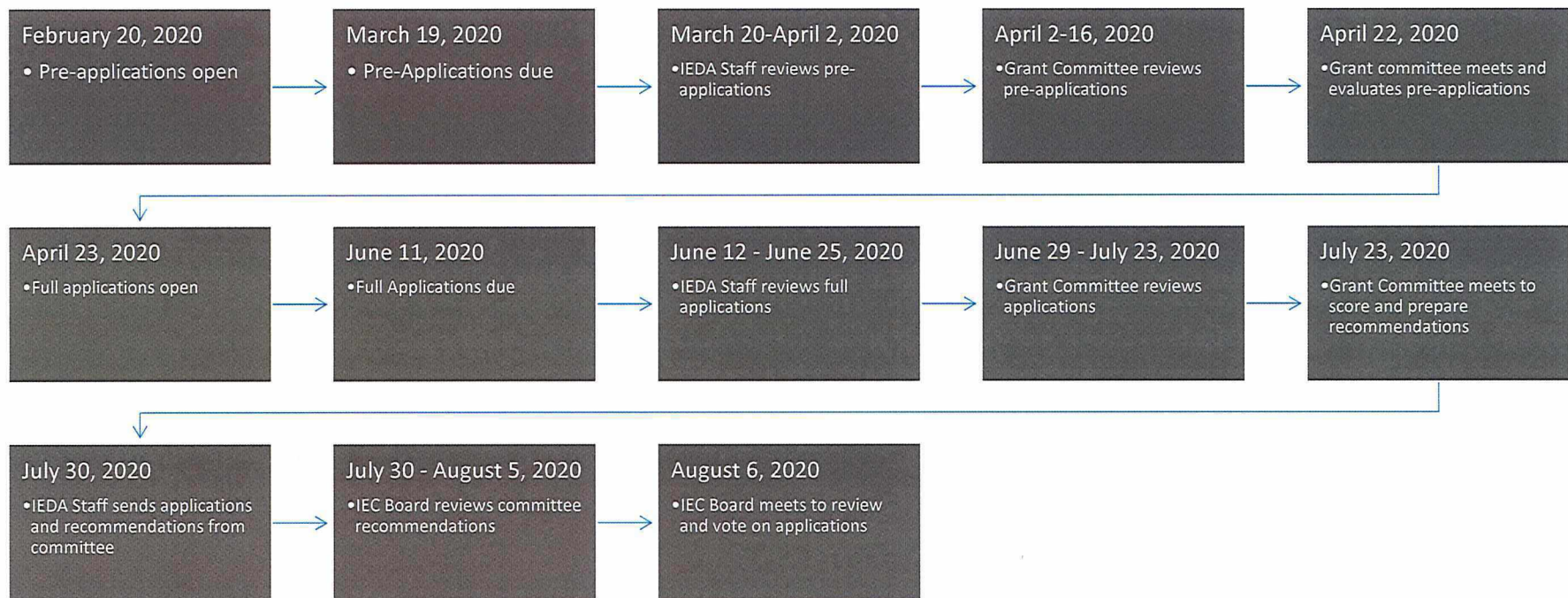
- Increased total collaboration points and separated into two categories: collaboration with any entity (5pts) and collaboration with another eligible applicant (5pts).
- Changed language to more closely reflect scoring.
- Increased score to 160 total points – applicants must score at least 112 (70%) to be considered for funding.
- If subrecipients or project partners are named in the application, a letter of support or commitment must be provided.



Criteria	Evaluation Criteria	Total Points
Focus Area and Ratepayer Benefit	Does the proposal explain the benefit it will provide to Iowa ratepayers?	20
	Does the proposal meet at least one of the seven key focus areas?  Key Focus Areas:  Technology-based Energy Research and Development Natural Gas Expansion in Underserved Areas Support for Rural and Underserved Areas Energy Workforce Development Biomass Conversion Electric Grid Modernization Alternative Fuel Vehicles	15
Programmatic Capabilities	Does the proposal provide information regarding organizational experience, staff qualifications, and procedures and controls for ensuring that awarded grant funds will be used in a timely and efficient manner in order to successfully complete proposed activities?	5
	Has the applicant received previous Iowa Energy Center awards?  If no, applicant will receive up to 5pts.  If yes, did applicant expend grant funds in a timely manner and comply with reporting requirements? If yes, applicant will receive up to 5 pts.	5

Project Approach, Outcomes and Deliverables	Does the proposal describe the applicant's project goals to be reached by project end? Are the project goals described in clear, easy to understand language? Do the project goals appear reasonable?	20
	Does the proposal describe the timeline, project tasks and milestones of the project (in chronological order)? Do the project goals appear reasonable?	10
	Does the proposal define the qualitative and/or quantitative measures the applicant will use to document the achievement of the goals of the project? Do the measures appear to be reasonable?	10
	Does the proposal satisfy a need or a problem?	5
	Does the proposal demonstrate a creative approach to a need or a problem?	5
	Does the proposal define the staff roles and responsibilities in the scope of work?	5
Budget and Budget Narrative	Does the proposal demonstrate that the project is feasible within the resources requested?	10
	Is the budget narrative complete, reasonable, and sound?	10
Dissemination Plan	Does the proposal provide a clear dissemination or post-grant plan?	5
	Does proposal demonstrate that the benefits of the project can be replicated by outside entities post grant completion?	10
Cost Share	Does the proposal indicate that the project has received either cost share funding match or external funding? This score will be calculated based on the total project budget.	15
	10.1 - 15% - 5 pts	
	15.1 - 20% - 10 pts 20.1% +- 15pts	
Collaboration	Does the proposal demonstrate they are collaborating with other organizations?	5
	Does the proposal demonstrate they are collaborating with another eligible applicant?	5

# IEC Grant Program Round Two Timeline



# Next Steps

- New Grants
  - Open IowaGrants portal for pre-applications today, February 20<sup>th</sup>.
  - Load approved amended Policies and Procedures document and Pre-application guide into Iowa Grants and on the IEDA website.
  - Pre-applications close March 19<sup>th</sup> – Grant Committee meeting April 22<sup>nd</sup>.
  - Open full application to selected applicants on or around April 23<sup>rd</sup>.

# Attachment F

<b>ACTION</b>
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**REPORT**  
**IOWA ENERGY CENTER BOARD**  
**February 2020**

From: Iowa Energy Center

Subject: Amendments to Policies and Procedures Document

**Background:** IEDA staff and the Iowa Energy Center Grant Committee created a Policies and Procedures Handbook in 2019, which the Board approved at the April 3, 2019 IEC Board meeting.

Prior to the launch of the second round of grant applications, IEDA staff and the Grant Committee reviewed the Policies and Procedures Handbook. Several amendments were made in order to increase the overall clarity of the document.

**Recommendation:** Staff recommends approving the amendments to the Policies and Procedures Handbook.

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<b>Proposed Motion:</b>	<b>Approve the Amendments to the Policies and Procedures Handbook.</b>
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Submitted By: Amber Buckingham, Program Manager

Attachments: Amended Policies and Procedures Handbook

# Attachment G

Iowa Energy Center Grant Program Policies and Procedures – February 2020

**Iowa Energy Center Policies and Procedures Handbook  
Iowa Economic Development Authority  
February 2020**

**Fiscal Year Allocation:** \$4 million  
**Award Announcement Date:** August 6, 2020  
**Program Manager:** Amber Buckingham  
[iecgrants@iowaeda.com](mailto:iecgrants@iowaeda.com)  
515-348-6222

The Iowa Energy Center Grant Program's administrative rules can be found in Iowa Administrative Code section 261.404. You may also request a copy of the administrative rules by sending an email to [iecgrants@iowaeda.com](mailto:iecgrants@iowaeda.com).

## Overview

The Iowa Energy Center Grant Program provides grants to eligible applicants on a competitive basis. The program is funded by an assessment on the intrastate revenues of Iowa's gas and electric utilities. The Iowa Economic Development Authority, in consultation with the Iowa Energy Center (IEC) Board, administers the IEC Grant Program. Administrative rules were adopted in early 2019 to the Iowa Administrative Code 261.404.

The IEC Board has a designated Grant Committee comprised of board members involved with review and recommendation of both pre-applications and applications. The IEC Board will make funding announcements at least once per fiscal year. Grants will be made by the Authority directly to Recipients, who will submit claims to the Authority on a reimbursement basis.

This guide provides the vision, policies, and administrative procedures for management of the Grant Program. This document will be reviewed and approved by the IEC Board at least once per year. *This guide does not replace administrative rules regarding the Grant Program. If a conflict between the two exists, the administrative rules will prevail.*

## Purpose

The IEC Competitive Grant Program is funded by Iowa utility ratepayers. Funds will be used for projects that aid in the implementation of the seven key focus areas of the Iowa Energy Plan and provide a benefit to the Iowa ratepayers. For the purposes of this program, a ratepayer is defined as a customer who pays for an electric or natural gas utility service in the State of Iowa.

- The seven key focus areas of the Iowa Energy Plan are:
  - Energy workforce development
  - Technology-based Energy R & D
  - Biomass conversion
  - Natural gas expansion in underserved areas
  - Support for rural and underserved areas
  - Electric grid modernization
  - Alternative fuel vehicles

**Eligible Applicants**

Iowa Businesses, colleges and universities, and private nonprofit agencies and foundations are eligible to apply for IEC grant funds.

- Any eligible applicant may submit an application that includes one or more Sub-recipients.
- An eligible applicant may apply individually or jointly with another eligible or other eligible applicants.
- A principal investigator will be allowed to submit one application per funding announcement. An applicant who has applied as the principal investigator for a funding announcement may also be named as a co-investigator on additional applications submitted but may not be named as a principal investigator on additional applications.
- A business will be considered an Iowa Business if the business is incorporated in the State of Iowa or authorized to do business in the State of Iowa.
  - A business that is authorized to do business in the State of Iowa must provide a certificate of authority during the full application phase.
  - Applicant must have an office physically located in Iowa.

**Eligibility Requirements**

Requirements for IEC grant awards include but are not limited to the following.

- Applicants shall demonstrate a benefit for ratepayers.
- Applicants shall demonstrate that they are eligible candidates.
- Applicants shall demonstrate the capacity for grants administration.
- Applicants who have previously received IEC awards shall have demonstrated acceptable past performance, including the timely expenditure of funds.
- Applications shall demonstrate the feasibility of completing the proposed activities with the funds requested.
- Applications shall identify and describe any other sources of funding for the proposed activities.

**Ineligible Projects**

The following projects are ineligible for funding:

- Relocation of a business
- Expansion of a business
- Funding for existing training programs
- Private asset development
  - Examples of private asset development include:
    - Installation of solar array on a building only to benefit the owners/occupants of that building.
    - Research and Development used to primarily enable the manufacturing of a product solely for the profit of the applicant.
- Pipeline, transmission line, and distribution line construction
- First generation ethanol
- Cellulosic ethanol

### **Eligible Expenses**

Only expenditures directly related to the implementation of the funded grant activity will be reimbursed. Examples of eligible expenses include, but are not limited to:

- Salaries/Wages
- Supplies and Materials
- Domestic Travel
- Tuition
- Equipment purchases, which must be approved by the board at the time the award is made
- Vehicle purchases, which are eligible only when the purchase of the vehicle is an integral part of the funded grant activity and must be approved by the board at the time the award is made.

### **Ineligible Expenses**

Ineligible expenses include, but are not limited to:

- Purchase or rental of buildings
- Office equipment
- Furniture and fixtures
- Intangible assets
- International travel
- Insurance
- Phone expenses

### **Other Budgetary Requirements**

Other budget requirements include the following:

- Indirect costs shall not exceed more than 20 percent of a grant award. This will be calculated based on the total project budget, not the IEC request.
- IEC grant funds shall not be used as cost share to a federal grant award.
- Vehicle purchases or other vehicle-related expenses are not eligible if the purchase or expense supports the proposed grant activity but is not an integral part of the proposed grant activity. If a vehicle purchase is an integral part of a grant activity but a Recipient fails to obtain board approval prior to the purchase, then the vehicle purchase is ineligible.
- The final application budget must be within 5% of the budget identified in the pre-application, unless a more substantial deviation is requested by the grant committee.

### **Cost Share**

- Cost share is not required to apply for Iowa Energy Center Grant Funds
- Applicants do have the opportunity to obtain extra points if they provide or secure cost share.
- Unrecovered indirect costs cannot be used as cost share.
- In-kind donations can be used as cost share.
- Applicants must indicate if they have secured cost share in the pre-application. Applicants will not be allowed to add cost share to their budgets in the full application.
- Points awarded for cost share will be based on the total project budget, not the IEC request.



### **Application Process**

Pre-Applications and Applications will be available and accepted through IowaGrants.

- The IEC will review applications and make funding decisions after each funding announcement.
- Applications will only be accepted during the established application period, as identified at [www.iowaeconomicdevelopment.com](http://www.iowaeconomicdevelopment.com)
- Applicants planning to apply must create an IowaGrants account.
  - If the person completing the application already has an account through IowaGrants or a State of Iowa A&A account, this same account will be utilized.
  - If the person completing the application does not have an account, the applicant will need to allow a minimum of two weeks to register and activate their account.

### **Pre-Application Process**

- IEDA will release an open call for grants on their website and via email to stakeholders.
- Pre-application will be completed via IowaGrants.
- Once the pre-application window has closed, all pre-applications received will be reviewed by the program manager for eligibility and completeness. Internal IEDA staff will then review the pre-applications and prepare recommendations for the committee. Internal IEDA staff included in the review may include:
  - Grant Program Manager
  - Other Energy Office Program Managers
  - Team Leader
  - Legal Counsel
  - Financial Manager
- The grant committee will then review the pre-applications and select which will move forward in the application process. The grant committee will evaluate and record the collective answers on a single review sheet with a numerical score and comments. The Grant Program manager, on behalf of the grant committee, will invite selected applicants to submit a full application.
  - This invitation will be sent to the point of contact as provided in the pre-application.

### **Pre-Application Review Criteria**

#### **Pre-Application Screening Criteria**

- Applicant is an eligible candidate
- Funding request meets eligible project and expense requirements
- Request is for no less than \$10,000 and no more than \$1,000,000
- Initial grant duration does not exceed three years
- Application is complete and submitted through IowaGrants
- Applicants must indicate if they have secured cost share in the pre-application. Applicants will not be allowed to add cost share to their budgets in the full application.
- Principal Investigator/Applicant is not named as Principal Investigator/Applicant on any other applications. They can, however, be named as co-investigators or Sub-recipients on additional applications.

**Pre-application Review Sheet**

Applicant must achieve a minimum score of 25 to move on to the full application round

<b>Evaluation Criteria</b>	<b>Total Points</b>
Does the proposal demonstrate how the project meets one of the seven key focus areas of the Iowa Energy Plan?	5
Does the proposal demonstrate how the project provides a benefit to Iowa ratepayers?	5
Does the proposal clearly describe the project goals?	5
If the applicant has received previous IEC awards, did they demonstrate acceptable past performance?	5
Is the budget proposal complete and appear to support the grant activities as described?	5
Does the proposal describe a dissemination or post-grant activity plan?	5
Does the proposal demonstrate that the applicant has obtained cost share?	5

### Full Application Process

- The grant committee will invite selected applicants to submit a full application, which will be completed via IowaGrants. The program manager will communicate the application submission deadlines and other application details to selected applicants via the email address provided during the pre-application process. The program manager will be responsible for all communications to selected applicants and will serve as the point of contact for applicants.
- Once the submission deadline has closed, the program manager will review the applications for eligibility and completeness.
- Internal IEDA staff will then review the applications and prepare recommendations for the committee. Internal IEDA staff included in the review may include:
  - Grant Program Manager
  - Other Energy Office Program Managers
  - Team Leader
  - Legal Counsel
  - Financial Manager
- An outside technical review panel may be utilized for application reviews when IEDA staff and/or grant committee members feel it is necessary. This may delay the published timeline.
- IEDA staff will prepare a recommendation for the grant committee. The grant committee will then review all the applications and make a recommendation to the full board. The committee will score the applications together and provide one scoring sheet for each application.
- The Program Manager will summarize the applications and grant committee recommendations for the Board.
- The Board will then review all applications and the recommendations from the grant committee and vote on each application.
- Applicants selected to receive grant funds will be notified in writing within 15 days of the board's decision. Applicants not selected will receive a denial letter.

### Review Criteria for Full Application

#### Full Application Screening Criteria

Includes all the pre-application requirements, plus:

- Indirect costs do not exceed 20% of the total funding request.
- Signature from the applicant organization's **legally responsible official** on the **application approval document**, which will be available in IowaGrants by the applicant.
- For projects where a co-investigator or Sub-recipient is named, a minimum of 51% of grant funds must be directed to activities performed by the Recipient organization.
- Application identifies any other sources of funding for proposed activities.
- Budget must be within 5% of the budget identified in the pre-application, unless a more substantial deviation is requested by the grant committee.
- If subrecipients or project partners are named in the application, a letter of support or commitment must be provided.

### Full Application Scoring Sheet

Iowa Energy Center Grant Program Policies and Procedures – February 2020

Applicants must achieve a minimum score of 112 to be considered for funding.

Criteria	Evaluation Criteria	Total Points
Focus Area and Ratepayer Benefit	Does the proposal explain the benefit it will provide to Iowa ratepayers?	20
	Does the proposal meet at least one of the seven key focus areas?  Key Focus Areas:  Technology-based Energy Research and Development Natural Gas Expansion in Underserved Areas Support for Rural and Underserved Areas Energy Workforce Development Biomass Conversion Electric Grid Modernization Alternative Fuel Vehicles	15
Programmatic Capabilities	Does the proposal provide information regarding organizational experience, staff qualifications, and procedures and controls for ensuring that awarded grant funds will be used in a timely and efficient manner in order to successfully complete proposed activities?	5
	Has the applicant received previous Iowa Energy Center awards?  If no, applicant will receive up to 5pts.  If yes, did applicant expend grant funds in a timely manner and comply with reporting requirements? If yes, applicant will receive up to 5 pts.	5
Project Approach, Outcomes and Deliverables	Does the proposal describe the applicant's project goals to be reached by project end? Are the project goals described in clear, easy to understand language? Do the project goals appear reasonable?	20
	Does the proposal describe the timeline, project tasks and milestones of the project (in chronological order)? Do the project goals appear reasonable?	10

Iowa Energy Center Grant Program Policies and Procedures – February 2020

	Does the proposal define the qualitative and/or quantitative measures the applicant will use to document the achievement of the goals of the project? Do the measures appear to be reasonable?	10
	Does the proposal satisfy a need or a problem?	5
	Does the proposal demonstrate a creative approach to a need or a problem?	5
	Does the proposal define the staff roles and responsibilities in the scope of work?	5
Budget and Budget Narrative	Does the proposal demonstrate that the project is feasible within the resources requested?	10
	Is the budget narrative complete, reasonable, and sound?	10
Dissemination Plan	Does the proposal provide a clear dissemination or post-grant plan?	5
	Does proposal demonstrate that the benefits of the project can be replicated by outside entities post grant completion?	10
Cost Share	Does the proposal indicate that the project has received either cost share funding match or external funding? This score will be calculated based on the total project budget.  10.1 - 15% - 5 pts 15.1 - 20% - 10 pts 20.1% + - 15pts	15
Collaboration	Does the proposal demonstrate they are collaborating with other organizations?	5
	Does the proposal demonstrate they are collaborating with another eligible applicant?	5

## Administration

### Agreement

The Authority will notify successful applicants in writing of an approved request for funding, which will also include the terms or conditions for approval. The Recipient must have a legally responsible official sign and return the award letter within 10 days of receipt. After receiving the signed award letter, IEDA will issue an agreement, which will be between the Recipient and the Authority. The Recipient must return the agreement to the Authority within 45 days of the transmittal of the agreement from the Authority. Failure to return the agreement may be cause for the Board to terminate the award.

### Amendments

Any substantive change to a funded IEC project, including time extensions, budget revisions, and alterations to proposed activities, will be considered an agreement amendment. The Recipient shall request an amendment in writing via IowaGrants. If the Recipient organization has a Sponsored Programs Office, the amendment request must be approved by the appropriate legally responsible official. No amendment will be valid until approved by the board, except the following (with written confirmation from the Authority):

- Staff may approve one no-cost extension provided that the extension does not cause the duration of the grant to exceed five years. Additional no-cost extensions will require board approval.
  - A typical no-cost extension will not exceed one year.
  - A no-cost extension request must be submitted at least 45 days prior to project end date as listed in the agreement.
- Staff may approve budget modifications that are not substantial. For purposes of this program, “substantial modification” means a budget modification of either \$10,000 or 10 percent of the total grant award, whichever is less.

### Disbursement of Funds/Claims

- Disbursements will be made on a reimbursement basis. No advance disbursements will be allowed. Disbursement claims must be for an amount equal to or greater than \$500 per request, except for the final draw of funds. All claims must be made through [lowagrants.gov](http://lowagrants.gov) and must be submitted monthly. When submitting a claim, the following items will be required:
  - An invoice on the submitting organization’s letterhead as well as:
    - A detailed description of the expenditures and their corresponding amounts
    - Product invoices and proof of payment for any equipment, supplies or materials purchased
    - Receipts for any domestic travel expenses
    - Invoices and proof of payment for any subcontractor payments
    - Invoices and proof of payment for any co-investigator payments
    - The Authority may request additional documentation as needed
  - A General Account Expenditures (GAX) Form with a Vendor Code
  - A status report for the claim period. Status reports must be received once a month. If no funds are requested, Recipients should still file a status report.
- Final claim must be received within 120 days of project completion as defined in the project agreement

- The Authority will withhold 5% of award funds until the final report is received and approved by the program manager.
- Any funds not claimed within 120 days of project completion will be considered deobligated.

### **Status Report Requirements**

#### **Recipient Reports**

##### *Monthly Status Reports*

- In the final application, the applicant shall provide a timeline and the goals and objectives by which to measure the success of the project. The timeline should provide the start date (by quarter) and end date (by quarter) of each goal/objective. The Recipients' success will be measured based on the progress towards the completion of each goal or objective as outlined in the final application timeline.
- Each month, the Recipient must provide an update on the percentage towards completion of each goal or objective and a narrative of the activities that have taken place in support of the goal or objective.
- Recipients shall also provide a narrative description of any deviations from the proposed timeline, tasks and objectives during the reporting period. If the reported deviations will have an impact on the remainder of the project or the dissemination plan, the Recipient shall also notify the program manager via email.

##### *Final Report*

- The final report will be submitted via IowaGrants within 120 days of the project completion date.
- The Authority will withhold 5% of award funds until the final report is received and approved by the program manager.
- The final report shall contain the following information:
  - Executive summary
  - Timeline of the completion of each goal or objective
  - Narrative description of grant activities undertaken to support the project
  - Narrative description of the achievements of the project
  - The benefit the end product provides or will provide to Iowa ratepayers
  - Budget narrative, detailing how funds were spent in support of the project
  - Narrative description of any deviation from the original budget, timeline or any grant activities
  - Dissemination plan/post grant activities timeline. Please include any deviations to originally proposed dissemination plan.
    - Examples may include, but are not limited to.
      - Conference presentations
      - Speaking engagements
      - Publishing white papers

#### **Staff Reports**

##### *Quarterly and Annual Reports*

- Quarterly and Annual reports will be comprised of the prior 3 or 12 months of monthly status reports. Recipients will not need to submit additional reports.

## **Monitoring**

IEDA will use the following process to monitor the IEC grant activities:

### *Desktop monitoring*

- IEDA will review the claims and status reports in IowaGrants.
- IEDA will review the progress of the project through monthly status reports uploaded to IowaGrants by the Recipient.
- IEDA will review timely expenditure of funds by the Recipient through monthly claims via IowaGrants.
- IEDA will identify performance and expenditure issues and will contact the Recipient to address any concerns over either.
- If the program manager feels that milestones are not being met, the program manager will contact the Recipient and attempt to obtain a written explanation.
- IEDA will notify the grant committee and/or IEC board of any ongoing performance and/or reporting issues.

### *Onsite Monitoring*

- IEDA staff will routinely complete one site visit per year. Staff retains the right to increase the number of site visits if necessary.
- The IEDA project manager will notify the Recipient at least three days in advance of a site visit.
- IEDA staff will complete monitoring visit information in IowaGrants.
- If any additional information is requested during the site visit, the Recipient will upload that information into IowaGrants.

## **Closeout Procedures**

- Final report will be submitted by grant Recipient within 120 days of project completion via IowaGrants
- Final payment will be made after the program manager has determined milestones have been met and project goals have been completed.
- IEDA will provide a final closeout document stating that obligated funds have been spent in accordance with the agreement and the agreed upon deliverables have been achieved.
- If a balance remains after the final claim has been received and payment has been made, the unused funds shall be deobligated.

## **Noncompliance**

At any time during the project, the IEC may, for cause, find that a Recipient is not in compliance with the requirements of the program. At the board's discretion, remedies may include penalties up to and including the return of grant funds to the IEC. Noncompliance may include, but are not limited to the following:

- Use of IEC funds for activities not described in the application.
- Failure to complete approved activities in a timely manner.
- Failure to comply with any applicable state or federal rules, regulations, or laws.



Iowa Energy Center Grant Program Policies and Procedures – February 2020

- Lack of a continuing capacity of the Recipient to carry out the approved project in a timely manner

# Attachment H



Iowa Propane Gas Association  
P.O. Box 57188  
Des Moines, IA 50317

515.564.1260 Phone  
515.564.1262 Fax  
www.iapropane.org

## 2019 FALL HARVEST PROPANE TIMELINE

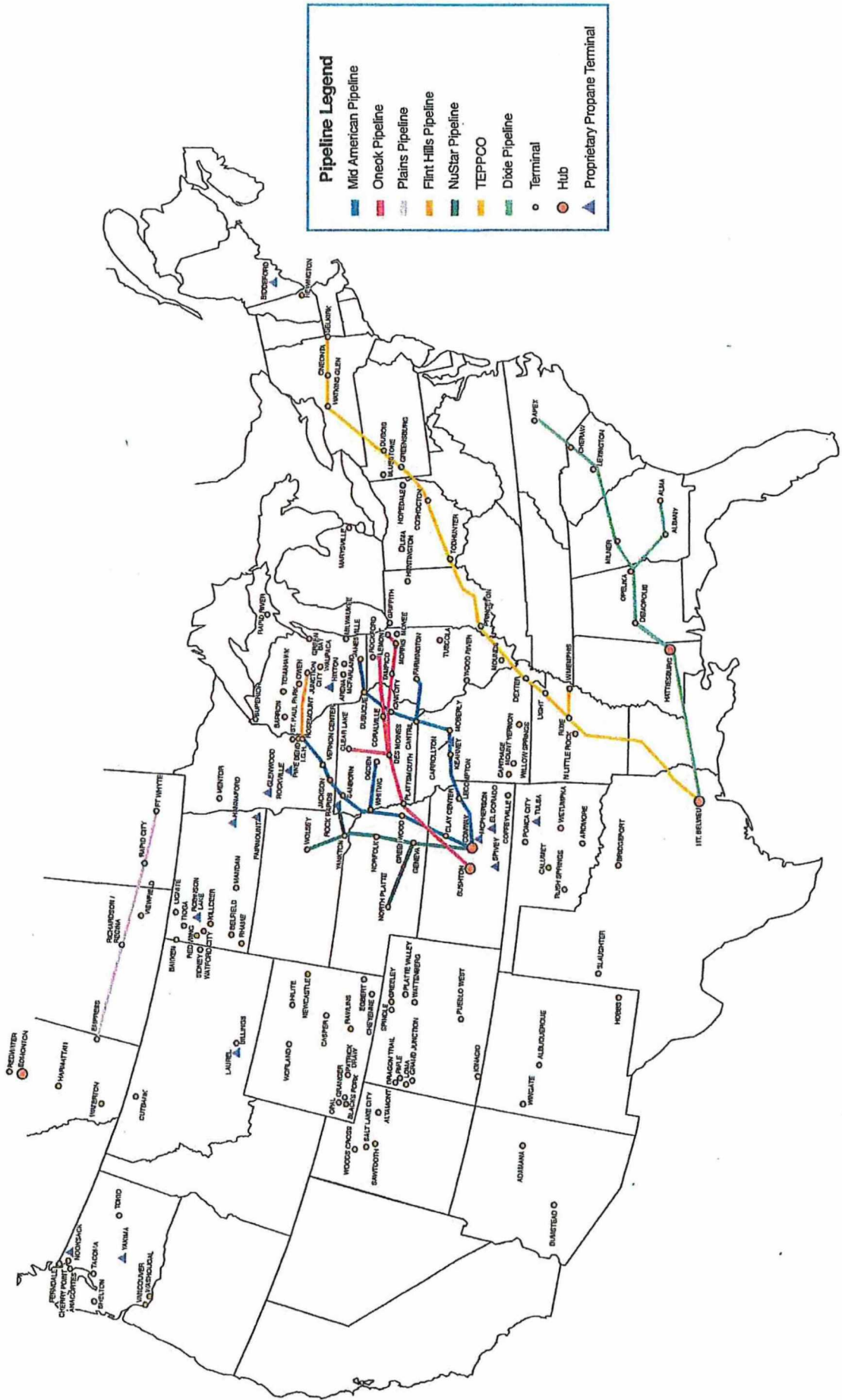
<b>June 18</b>	Sent Winter preparedness talking points to Paul Ovrum at the Iowa Department of Ag
<b>September 16</b>	Iowa Department of Ag sent out Press Release to prepare for late harvest
<b>October 25</b>	Began to see issues at ONEOK Pipeline
<b>October 28</b>	Contacted Michael Naig at Iowa Department of Ag of our Concerns
<b>October 29</b>	Iowa Department of Ag and IPGA sent a letter to Governor Reynolds to ask for Emergency Proclamation to relieve HOS
<b>October 30</b>	Received notice from Enterprise that MAPL—East Leg going on allocation, November 1
<b>October 31</b>	Received Emergency Proclamation for HOS from Governor's office—sent to all members
<b>November 1</b>	<ul style="list-style-type: none"> <li>• Weekly Email to Members</li> <li>• Regional Proclamation for HOS issued for 8 states received Saturday morning—sent to all members</li> <li>• Visited with Paul Trombino from the Governor's office about contacts for pipelines and set up first conference call</li> </ul>
<b>November 2</b>	Visited with Senator Sweeney and visited with members that called in
<b>November 4</b>	Hosted our first Call with Governor's office and other stakeholders
<b>November 5</b>	Paul Trombino, from Governor's office told me Enterprise was going on allocation on the west leg at 7:00 am on November 6
<b>November 6</b>	Update to Members
<b>November 7</b>	<ul style="list-style-type: none"> <li>• Held 2nd call with Governor's office and other stakeholders. FERC joined us on the call.</li> <li>• Sent out Talking Points to Members</li> <li>• Weekly email to Members</li> </ul>
<b>November 8</b>	<ul style="list-style-type: none"> <li>• Jeff Petrash (NPGA) and IPGA helping Jake Swanson at Governor's office with FERC questions.</li> <li>• Brent Vander Leest from Sully Transport working with Jake Swanson at Governor's office on reasons to increase weight restriction limits</li> </ul>
<b>November 12</b>	Hosted 3rd call with the Governor's office and other stakeholders
<b>November 13</b>	<ul style="list-style-type: none"> <li>• Update to Members</li> <li>• Received information that ONEOK is going on allocation on December 1</li> </ul>
<b>November 15</b>	Governor sent letter to FERC and signed Declaration of Emergency to lift weight limits for propane and anhydrous. E-mailed to members
<b>November 15</b>	Visited with Marsha Palazzi at FERC to set up meet and greet in DC
<b>November 18</b>	Sent letter to Governor and our US Senators & Representatives—shared with members
<b>November 19</b>	<ul style="list-style-type: none"> <li>• Met with offices in DC—Ernst, Grassley, Axne and King</li> <li>• Sent out FERC Press Release to member</li> </ul>

<b>November 20</b>	<ul style="list-style-type: none"> <li>• Met with FERC in DC—Deb Grooms, Jeff Petrash, and Sarah Reboli attended</li> <li>• Met with NPGA Executive Board Members: Randy Thompson, Denis Gagne, Robert Barry and NPGA staff to update them on Iowa issues Sent updated talking points to members and pictures of meetings with legislators in DC</li> </ul>
<b>November 22</b>	<ul style="list-style-type: none"> <li>• Regional Waiver extended to January 10—Sent to members</li> <li>• Weekly update to members —notified members meeting with FERC on Monday</li> <li>• Midwest Governor’s Call with State Officials</li> </ul>
<b>November 25</b>	Alternative Dispute Resolution Meeting in DC—Deb Grooms, Steve Kaminski, Jeff Petrash, and Sarah Reboli attended
<b>November 26</b>	Update at Iowa Institute of Cooperatives Annual Meeting, in Ames
<b>December 16</b>	Follow up Conference Call with FERC
<b>January 6</b>	Visited with Bill Northey, Under Secretary USDA
<b>January 7</b>	Meeting with Iowa Department of Ag

**COMMUNICATIONS DURING THIS TIMELINE**

- NPGA in regular communications with FERC, NASEO, FMCSA, etc., at the National Level and, IPGA
- While Governor, Paul Trombino and Mike Naig were in Japan for a trade mission, Jake Swanson from the Governor’s office Deb Grooms remained in communication daily
- Regularly communicated with Shirley McGuire and FMCSA, Craig Markley at Iowa DOT and Christine Taylor at LIHEAP
- Updated Department of Ag and Governor’s office of every notice we received from ONEOK terminals.
- Visited with the Iowa Farm Bureau and Iowa Institute of Cooperatives
- Numerous interviews with TV, Radio, Newspapers and magazines over the last four weeks to provide information to Iowans
- Numerous calls with members, farmers, bankers, state legislators, and US legislators
- Touched base often with IPGA Board of Directors
- Regularly updated our lobbyists
- Assisted members in handling issues brought forth by customers

# Propane Pipelines and Terminals



## Propane Logistics Analysis Network (PLAN)

PLAN is a centralized tool to share reported wait times for propane terminals to efficiently utilize hours of service. The expected end users of PLAN are transport drivers, dispatchers, terminal managers, and wholesale suppliers, but PLAN is available for everyone.

To access PLAN, go to the PLAN tile on the NPGAction app or visit <https://plan.npga.org>

The following images are from PLAN as viewed on a mobile device.

### HOMEPAGE

Here the user will choose to search by state or use the device's location.

### STATE

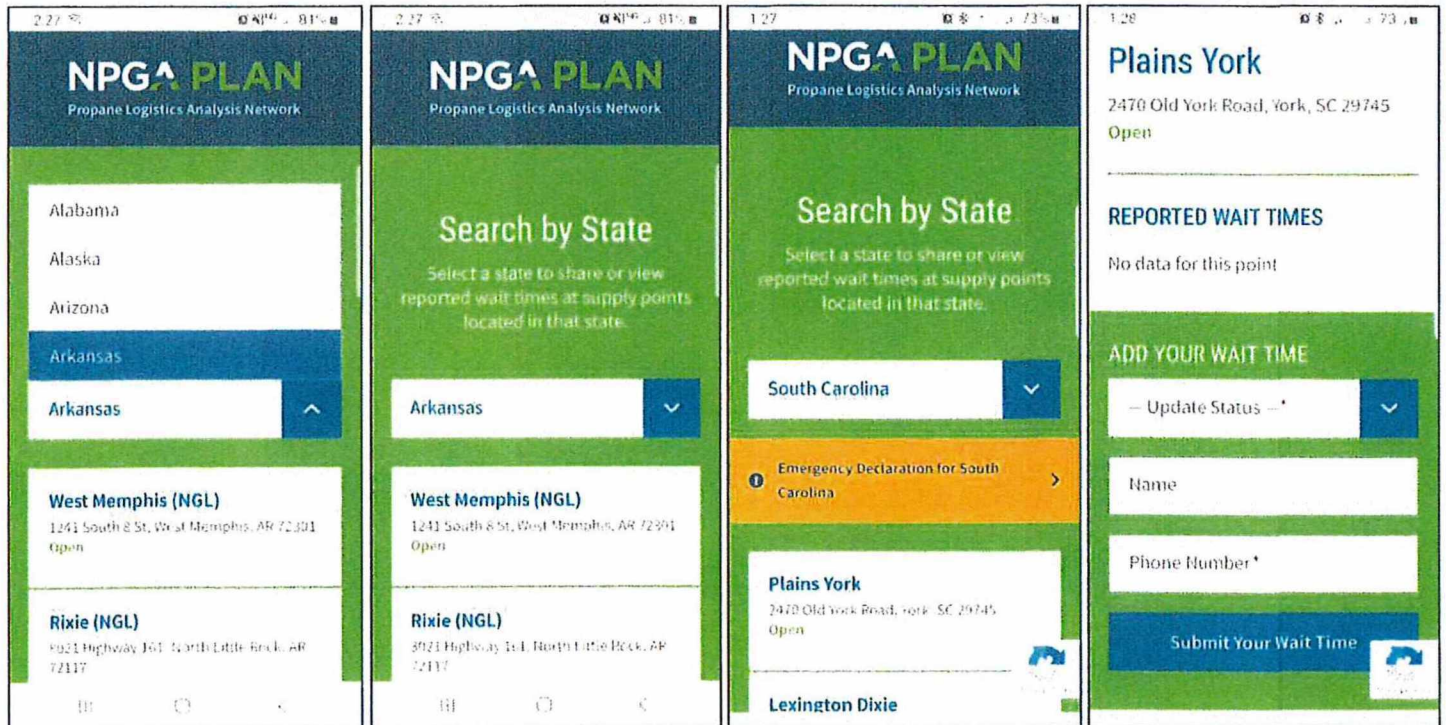
Choose the state your supply point is in and then view the terminals alphabetically

### EMERGENCY DECLARATION

If there is an emergency declaration for a state it will appear in the yellow bar.

### LOCATION

View the recently reported wait times and share your wait time.



## Propane Logistics Analysis Network Is Now Live!

NPGA is excited to announce the launch of the [Propane Logistics Analysis Network](https://plan.npga.org) (PLAN). Before now there was no centralized tool to help drivers maximize their hours of service. NPGA developed PLAN with the support of the Propane Supply & Logistics Committee, and with the assistance of state and regional association executives as well as propane businesses. As of today, there are more than 400 supply points listed in PLAN.

PLAN is a crowd sourced online tool, which means it relies on active user input. Everyone is encouraged to enter wait times at supply points, including drivers, dispatchers, terminal managers, and wholesalers. Please note PLAN does not represent supply levels, pricing, or other market variables, and may be subject to error.

PLAN is available online at <https://plan.npga.org> and through an update to the NPGAction app. To get the NPGAction app, visit the [Apple App Store](#) or the [Google Play Store](#).

Thank you to all of the industry members and state executives who volunteered their time and resources to help with development of PLAN. With your help and continued use this tool can grow and provide timely information to the industry. Please contact us at [plan@npga.org](mailto:plan@npga.org) with any questions.

# Grain Dryer Demand Model

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## Purpose

- Developed to help industry identify locations with abnormal demand for grain drying
  - Uses several agronomic factors
    - Planting date data
    - Growing degree days
    - Typical maturity planting data
    - Weather – actual YTD
    - Weather – forecast 7 & 15 day
    - Data updates weekly

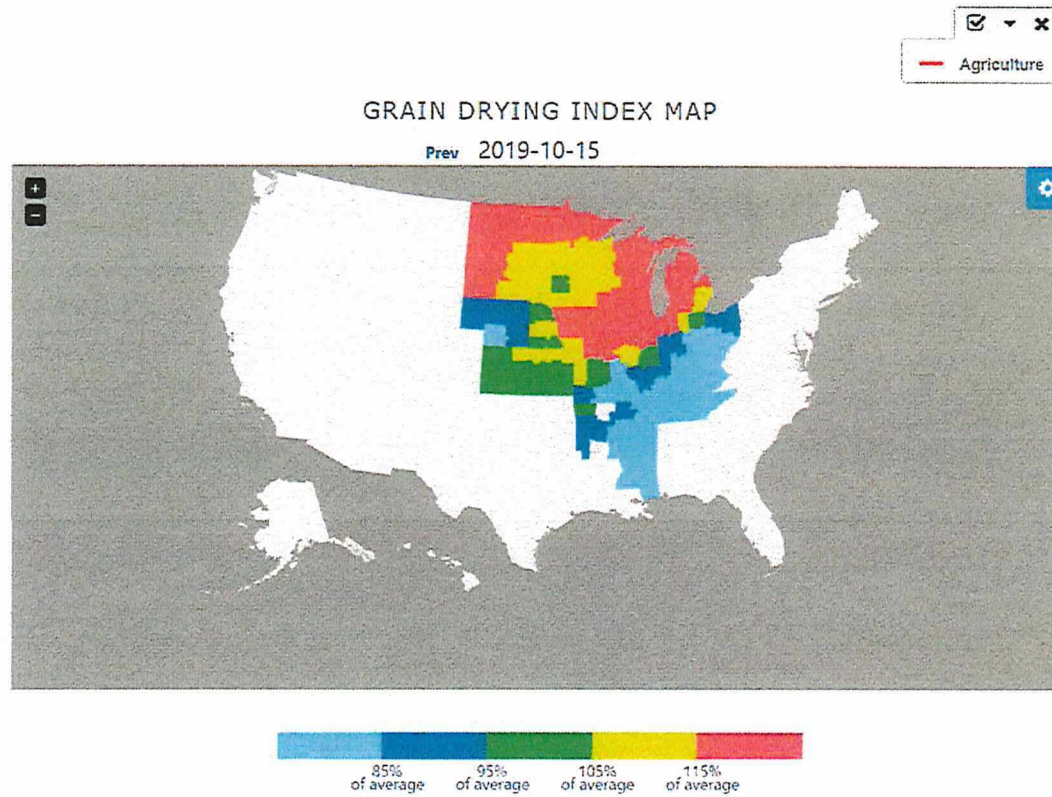




## Data – 19 Year History

- Displays data in two ways
  - National
    - Heat map – USDA Crop District Level
  - States
    - Heat map – USDA Crop District Level
    - Charts – USDA Crop District Level

# National Map

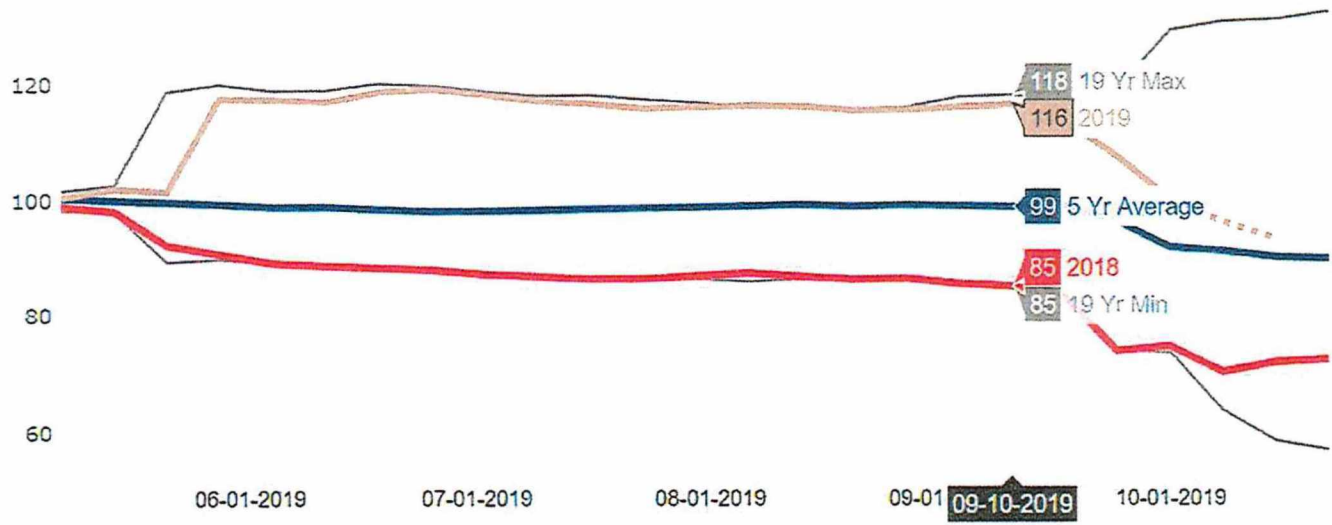




# State Charts – Previous Weeks

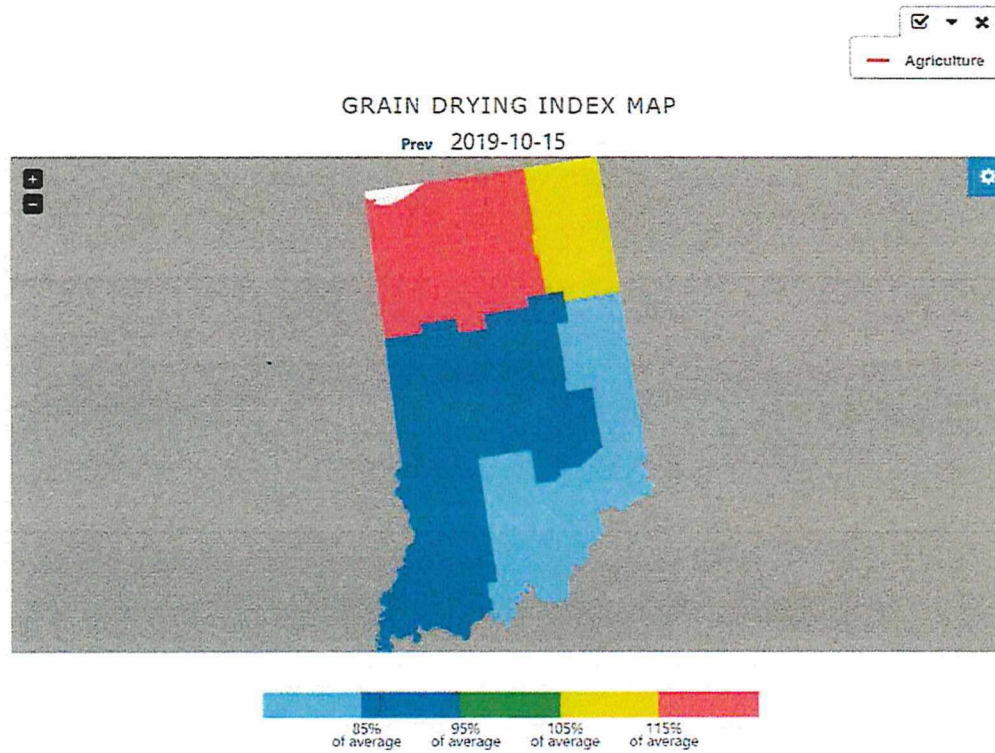
USDA Crop District: 40 ▾

### Grain Drying Index Seasonal



— 2018    - - - 2019 Forecast    - - - 2019    - - - 19 Yr Max    - - - 19 Yr Min    - - - 5 Yr Average  ▾ ✕

# State Maps

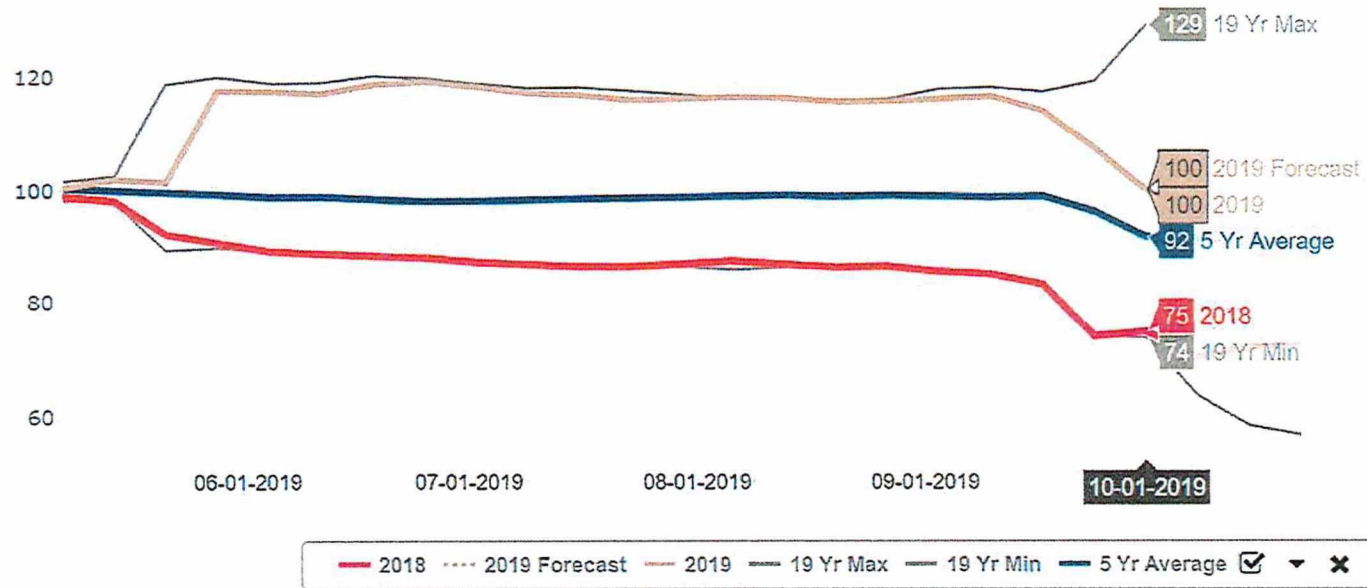


Show Data Table

# State Charts – Current Week

USDA Crop District **40**

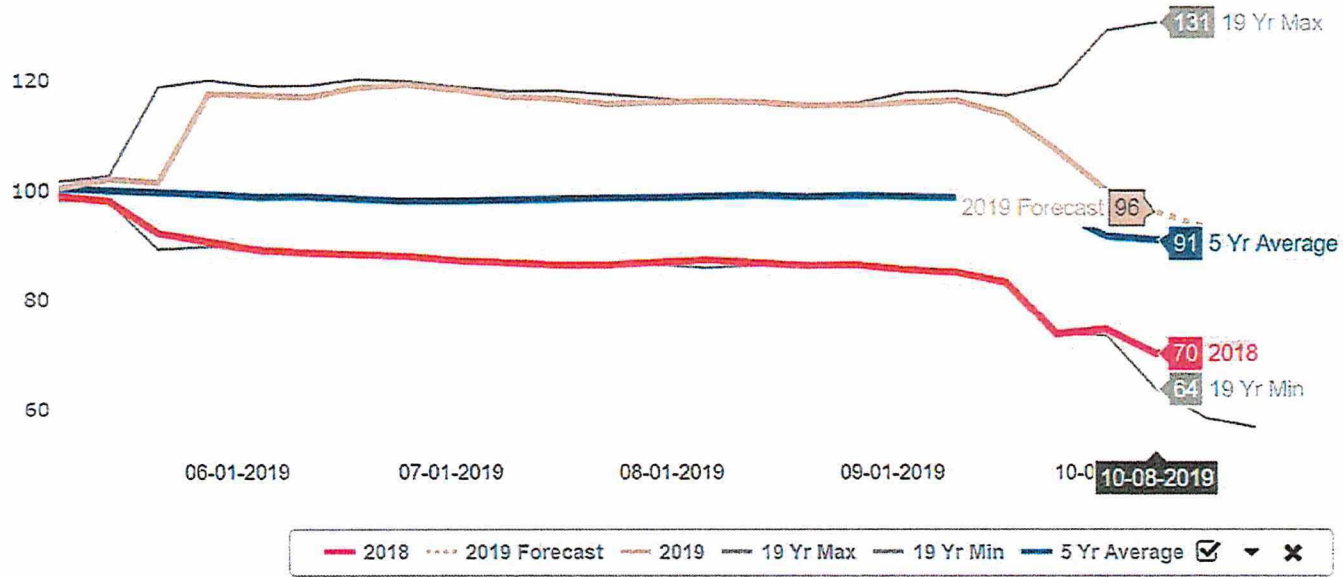
## Grain Drying Index Seasonal



# State Charts – 7 Day Weather Projection Dotted Line

USDA Crop District: 40

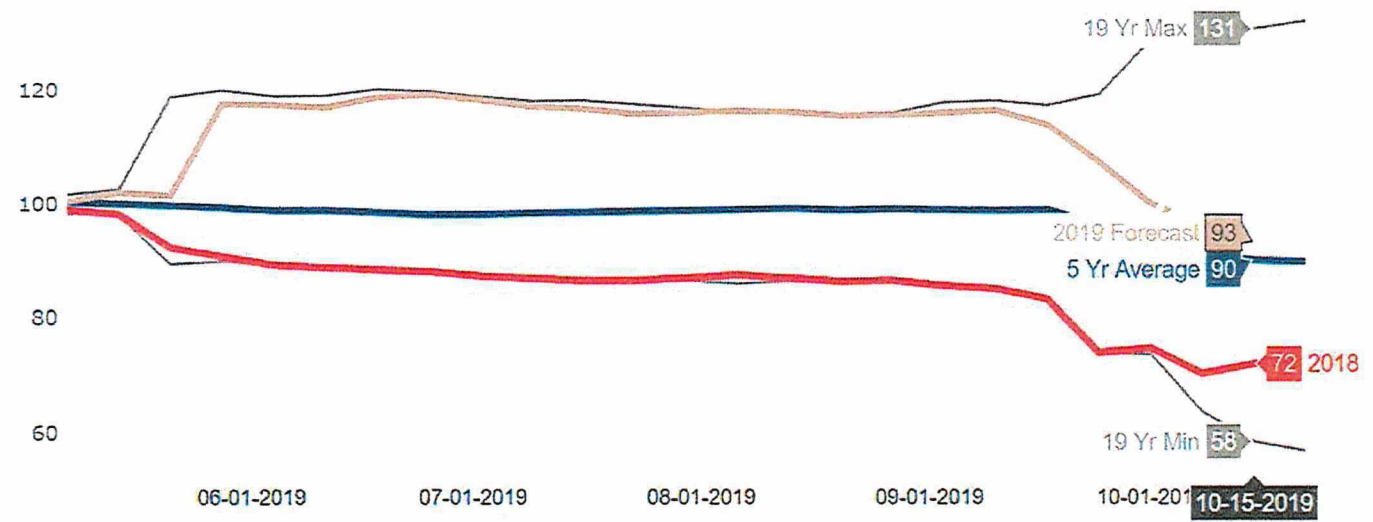
Grain Drying Index Seasonal



# State Charts – 15 Day Weather Projection Dotted Line

USDA Crop District **40**

Grain Drying Index Seasonal



— 2018   
 ⋯ 2019 Forecast   
 — 2019   
 — 19 Yr Max   
 — 19 Yr Min   
 — 5 Yr Average  ▼ ✕

# Attachment I

Craig Markley's Propane Dashboard URL

<https://quetica.com/propane-iowa/>



## Attachment J

# **Dubuque 2020 Sustainability Collaborations: City and Alliant Energy/IPL**

- Strong past history of successful collaborations.
- “Living Lab” relationship supports early action/learning.
- Unique capacity/infrastructure/demand situation reduces infrastructure costs for innovation in Dubuque.

## City of Dubuque

- ▶ **Cori Burbach**  
Assistant City Manager
- ▶ **Teri Goodmann**  
Assistant City Manager
- ▶ **Steve Sampson-Brown**  
Engineering Project Manager
- ▶ **Gina Bell**  
Sustainable Community Coordinator
- ▶ **John Klostermann**  
Public Works Director
- ▶ **Dave Lyons**  
Sustainable Innovations Consultant
- ▶ **Wally Wernimont**  
Assistant Planner

## Alliant Energy

- ▶ **Lisha Coffey**  
Director Business Development
- ▶ **Gilbert Nunez**  
Mgr. Customer Solutions & Business Dev
- ▶ **Joe McGovern**  
Director Engineering Solutions
- ▶ **Steve Shupp**  
Sr. Community & Economic Dev. Mgr.
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# Innovation Concept # 1: Expanded and Increasingly Efficient Renewable Energy

The City of Dubuque has sustainable aspirations but lacks sufficient resources to economically manage existing equipment, such as combustion turbines run on biogas, to meet those goals. A partnership with Alliant Energy to operate and maintain these turbines more effectively and efficiently plus integrate additional renewable energy at The City of Dubuque Water & Resource Recovery Center will result in lower and leveled costs for the City while also reduce local carbon emissions.



## Feasibility Objectives:

Public/Private Partnership, Reduce Expense Volatility, Reduce GHG Emissions

## What is Needed?

- Historical turbine operation data
- Load profile of WWTP
- Historic usage of biogas
- Turbine specifications
- Rate schedule for WWTP
- Electricity bills
- Electric and gas one-lines

## Benefits to City of Dubuque

- Free up city staff to focus on future endeavors rather than daily ops
- Reduce cost volatility for turbine and biogas operations and maintenance
- Improved monetization of biogas and biomethane (RNG)
- Reduced GHG emissions

## Alliant Actions

- Research and analyze the equipment, operating objectives and historical operating costs
- Develop a proposed operation and maintenance arrangement that includes commitment to level costs, improve biogas utilization and reduce GHG emissions

# Innovation Concept # 2: Make it Easier to Be Green

The City of Dubuque anticipates developers and tenants would adopt energy efficient building practices if the costs were financed through tenant utility bills. The City believes developers would be inclined to build more energy efficient structures when the upfront cost is paid by a 3rd party and repaid by future tenants. Future tenants will appreciate universal implementation decisions consistent across a development and a simple payment mechanism through existing utility bills. This represents an innovative energy policy that facilitates increased energy efficiency and lower operating costs for new and reclaimed buildings.



## Feasibility Objectives:

Energy Efficiency, Convenient Customer Service, Economic Development

### What is Needed?

- Regulatory exception to allow utilities to collect payments through utility bills
- Options packages for tenants & developers
- Bill financed model and agreed upon ROI
- Customer outreach & support
- % of sqft of the retrofit area targeted by the City

### Benefits to City of Dubuque

- GHG reduction for climate action plan
- Reduced utility costs over life of buildings and developments
- Expandable throughout city – including lower income areas
- Creation of local jobs & expertise
- Promotes economic development in retrofit areas and beyond

### Alliant Actions

- Develop pilot program and business rules for financing EE investments and repay plus fees through utility bills
- Seek feedback and approval on pilot program and business rules from state regulators
- Measure customer response to on-bill financing versus alternatives

# Innovation Concept #3: Solar+Storage+Electrification

The City of Dubuque can more quickly and effectively electrify their fleets at scale with the help of a strategic partner like Alliant Energy. Alliant is well suited to finance, operate and maintain electric vehicle charging infrastructure as well as incorporate renewable power supply. The City is partnering with Alliant Energy to develop and evaluate a partnership approach to swiftly and economically implement fleet-scale electrification, powered by renewables, that reduces local carbon emissions, levels O&M costs for the City and avoids impacts to local grid infrastructure.



## Feasibility Objectives:

Public/Private Partnership, Reduce Expense Volatility, Reduce GHG Emissions

### What is Needed?

- A pilot fleet to define scale of project
- Potential location(s) for chargers, PV, wind and battery storage
- Levelized payment agreement for cost certainty
- Cost baseline of exiting fleet (O & M)
- Historical driving history & routes of fleet

### Benefits to City of Dubuque

- Help meet the Climate Action Plan by reducing transport GHG emissions
- Cost certainty for fleet fueling
- Improved urban air quality
- Reduced noise pollution
- Creation of local energy jobs

### Alliant Actions

- Research and analyze the fleet, facilities and historical operating costs
- Develop a proposed charging infrastructure and maintenance arrangement that includes level cost incorporates renewable energy supply, maintains fleet objectives and reduces GHG emissions



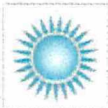
**Sustainability** is defined by a community's ability to meet the environmental, economic, and social equity needs of today without reducing the ability of future generations to meet their needs.

<https://www.cityofdubuque.org/606/Sustainable-Dubuque>

### Economic Prosperity



Regional Economy



Smart Energy Use



Resource Management



Community Design

### Social/Cultural Vibrancy



Green Buildings



Healthy Local Food



Community Knowledge



Community Health & Safety

### Environmental Integrity



Healthy Air



Clean Water



Native Plants & Animals



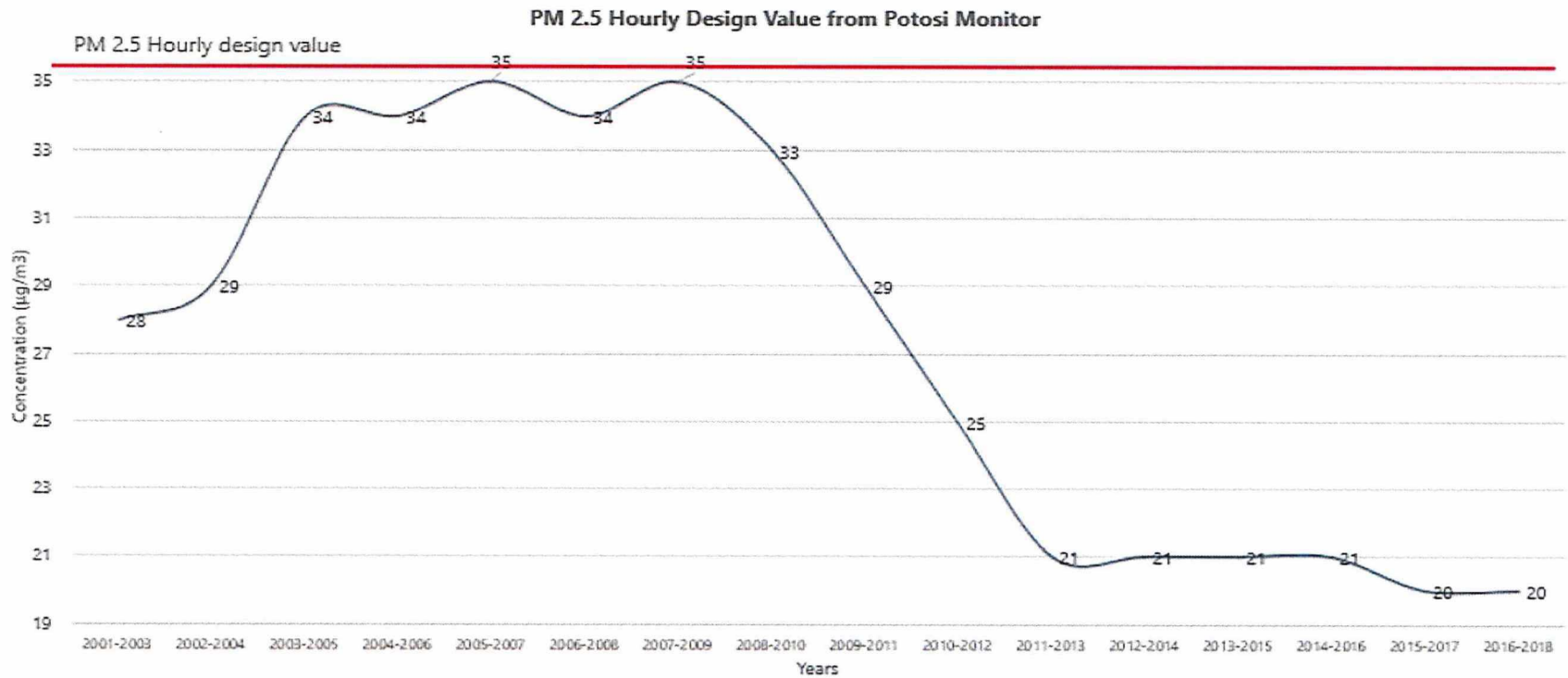
Reasonable Mobility

# Smart Energy Use & Healthy Air (Objectives)

TARGET	EXAMPLE ACTIONS
<b>Reduce GHG Emissions by 50% by 2030 (2003 baseline)</b>	Innovative PV Development & Partnerships
	PV + Storage w/ Demand Management at City Facilities
	Electrify City Light Duty Fleets
	Electrify City Public Transit Buses

# Emission Inventory from 2008-2018

Potosi Monitor

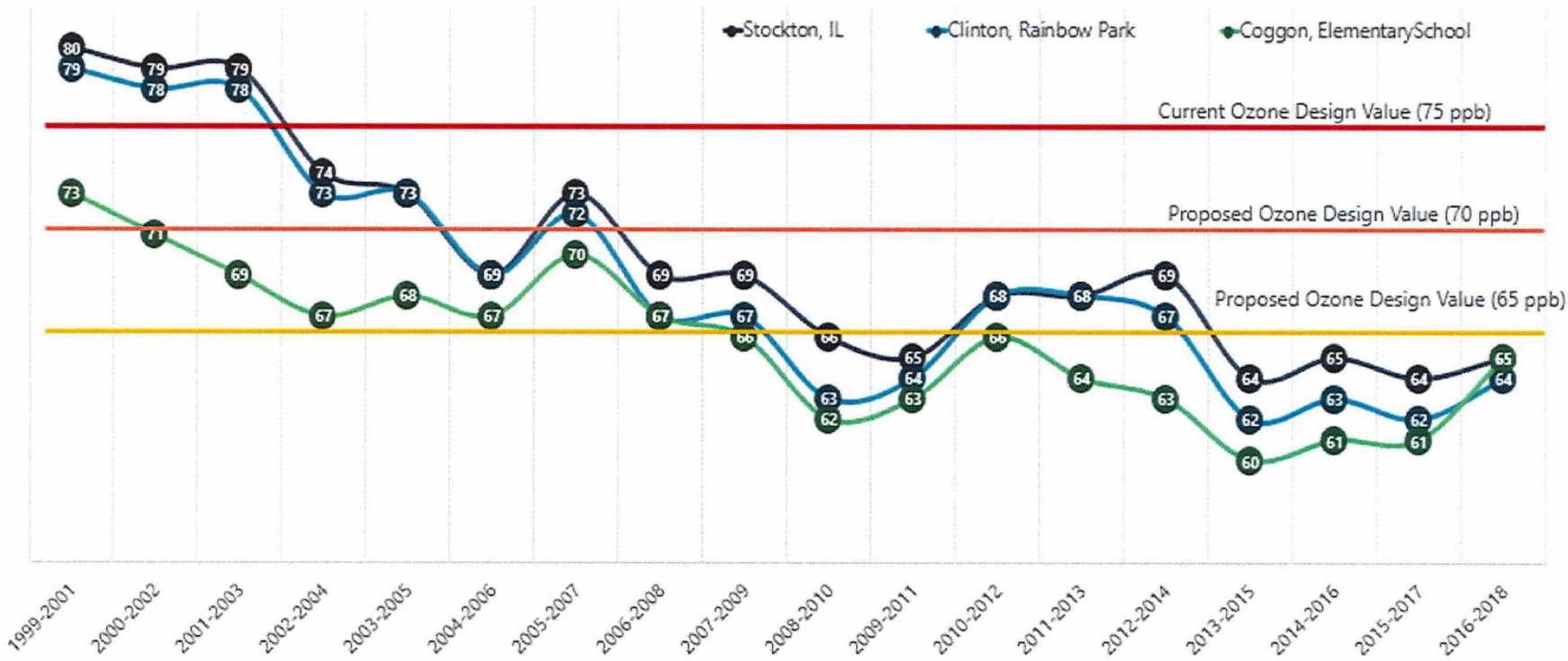


Source: Wisconsin DNR Design Values for Potosi Monitor



# Ozone Design Values 1999-2018

Stockton, Clinton & Coggon Monitors



Source: EPA Design Values for Stockton, Clinton & Coggon Monitors

# Smarter Sustainable Dubuque Summary

- ▶ Smarter Sustainable Dubuque began in 2006
- ▶ Sustainable Dubuque seeks to make Dubuque a community that meets the environmental, economic, and social equity needs
- ▶ *Smarter Sustainable Dubuque* is the research function of the Sustainable Dubuque initiative, a unique public/private partnership between the City of Dubuque, IBM Watson Research Center's Global "Smarter Planet" Initiative and other key partners.
- ▶ The project was initiated in September 2009 when the City of Dubuque and IBM announced their intentions to make Dubuque one of the first "smarter" sustainable cities in the U.S. The first \$30,000 in "seed" money was provided by the Greater Dubuque Development Corporation.
- ▶ It is the development of new "smarter" technologies coupled with community outreach and implementation strategies to create a replicable, international model of sustainability for communities of 200,000 and under, where over 40 percent of the U.S. population resides. The model will integrate community engagement and education, more energy-efficient ways of operating municipal services and buildings, decreased carbon emissions, new job creation, increased financial savings, resource conservation and a higher quality of life for the entire community. It will also document the competitive opportunities that come through "smarter" resource utilization.



Smarter  
Water

### Smarter Water

Reduce water utilization and increase leak detection



Smarter  
Travel

### Smarter Travel

Lower cost and lower impact travel options



Smarter  
Electricity

### Smarter Electricity

Make better, more informed choices about when to use energy, and how much they use



Smarter  
Discards

### Smarter Discards

Improve discard (trash/recycling) management and diversion to beneficial use



Smarter  
Health & Wellness

### Smarter Health & Wellness

Advance health and wellness through measurements and tools





# Climate Action Plan

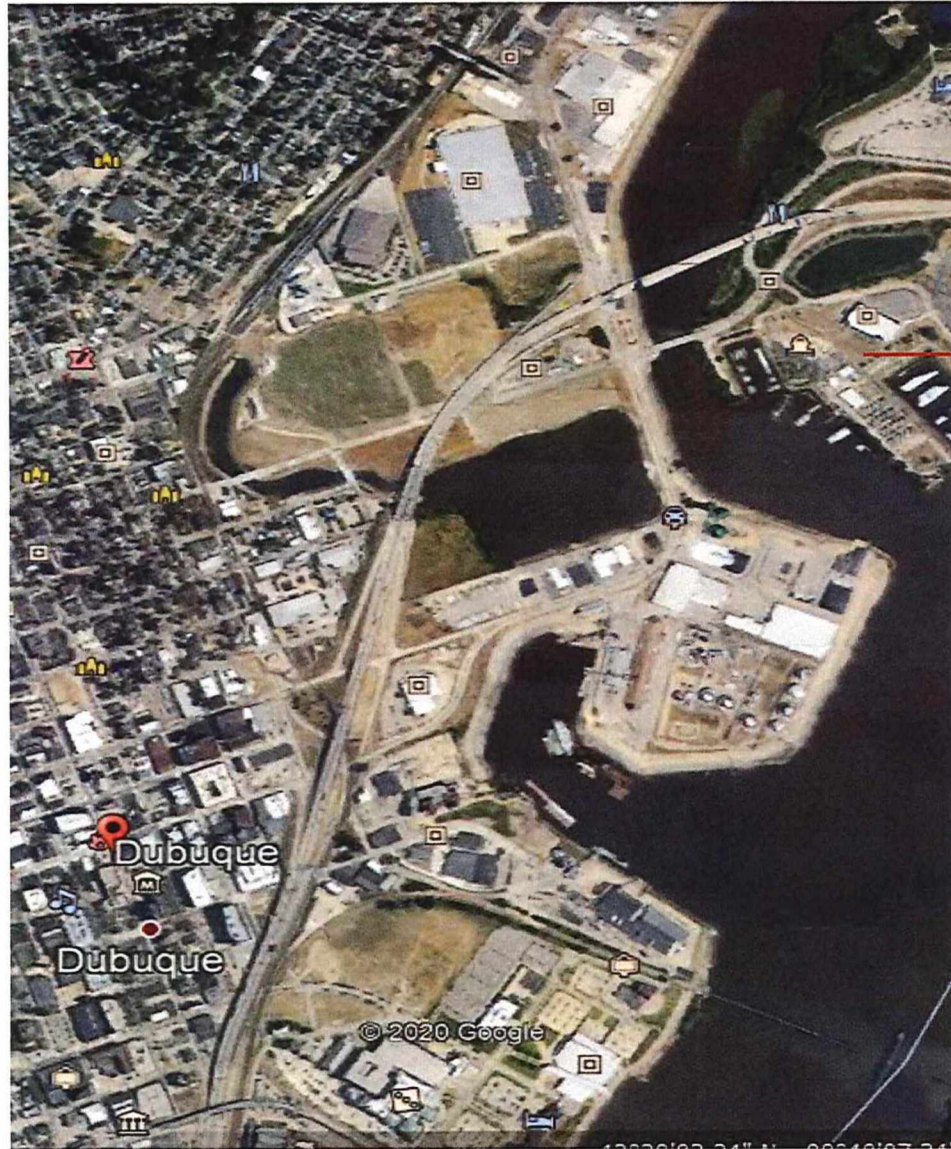
- Using City emissions baseline of 2003, the City set a goal of reducing its GHG footprint 50% by 2030.
- 2018 inventory puts city reduction levels at 27%
- Analysis says areas to focus: Industrial – Electric, Residential & Commercial – Natural Gas, and Transportation
- Indicated reduction strategies: Energy efficiency, renewable energy, vehicle fuel efficiency, alternative transportation, vehicle trip reduction, land use and transit planning, and waste reduction.

# FLEET ANALYSIS - CITY OF DUBUQUE

Prepared by Iowa Clean Cities Coalition and the Iowa Economic Development Authority  
**August 2018**

Iowa Clean Cities Coalition is a program of





# Feasibility

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- Vehicles and Timing
- Location of new renewable energy facilities
- Location of storage systems
- Location of charging infrastructure (Municipal, Public, Mixed)
- Financing options
- Comparative ROIs
- Identified opportunities for / barriers to success

# Opportunities and Barriers - Examples

- The entire area under review for new solar+storage+electrification infrastructure in Dubuque is contained within a federally approved Opportunity Zone. This new financing mechanism could be important avenue to private capital and will be explored.
- Existing State support / financing for alternative fuel vehicles and infrastructure is mis-designed. State funding from DERA (Diesel Emissions Reduction Act) and Volkswagen Settlement ZEV (Zero Emission Vehicle) Program limit use to vehicles too old and with too low an annual mileage to be good candidates for electrification and alternative fuels.



Questions?