**Section 7: Budget** (Optional Budget Spreadsheet and up to 10 additional pages may be added if needed as an appendix to the Work Plan)

**A. Budget Detail**

A grants administrator and project manager will be hired with grant funds to manage and oversee the five programs funded by this project. The salary and fringe benefits for these positions are spread equally across all five project categories, with each discrete program budgeting 20% of the cost of these two positions. Two other program-specific staff will be hired to work on specific aspects of the overall project. In all cases, the fringe rate is 57.77%, broken down as follows:

0.09% for Unemployment

5.04% for Workers’ Compensation

7.36% for FICA

14.27% for Pension

31.02% for Healthcare

For more details on the budget, please see the attached Optional Budget Workbook.

**1. Pre-electrification/efficiency upgrades in Disadvantaged Communities**

A full-time Environmental Housing Specialist will be hired to manage this program. The salary will be $55,000, and fringe benefits will total $31,700 per year. In addition, the Grants Administrator and Project Manager hired with CPRG grant funds will assist the Environmental Housing Specialist with administration.

The program will provide $1,000,000 worth of funding for the pre-electrification rehabilitation of fifty properties over the course of five years, at an average cost of $20,000 per property. The Albany Community Development Agency and the Environmental Housing Specialist hired with grant funds will oversee these rehabilitations.

**2. Pre-Electrification Incentive Program**

The program will provide $1,000,000 worth of low-interest loans for the pre-electrification rehabilitation of properties over the course of five years, targeted at middle-income property owners. This revolving loan fund will be overseen by the Project Manager hired with grant funds, as well as the city’s Office of Sustainability.

**3. City Fleet Electrification**

This program entails purchasing a selection of electric vehicles, installing EV charging stations, and installing electrical system upgrades necessary to install those charging stations. This project will be overseen by the Project Manager hired with grant funds and the city’s Office of Sustainability.

The equipment list that this grant will fund is:

$800,000 for an electric street sweeper,

$600,000 for an electric garbage truck,

$60,000 for an electric Sprinter van,

$55,000 for a Ford Lightning electric pickup truck,

$37,000 for an electric Chevrolet Bolt

The electric vehicle charging equipment and electrical system upgrades this grant will fund:

$500,000 for a DC Fast Charger with battery backup for the Department of General Services building,

$500,000 for a DC Fast Charger with battery backup and electrical upgrades for the Water Department building,

$150,000 for EVSE to charge a fleet of electric golf carts,

$100,000 for charging equipment dedicated to the electric garbage truck,

**4. City Building Electrification**

This program entails the installation of heat pumps in eight city-owned buildings. The Project Manager will oversee this project hired with grant funds, with assistance from the city’s Office of Sustainability.

The buildings in which heat pumps will be installed are:

$400,800 for West Station/Engine No. 4,

$381,000 for the South End Firehouse,

$260,000 for the Department of Water building,

$245,000 for Center Station,

$243,000 for Engine No. 10,

$139,000 for the Boxing Gym,

$94,000 for the Police Department Communications building, and

$15,300 for Swinburne Skating Rink

**5. Workforce Development**

The salary of an existing full-time Senior Employment Training Specialist will be paid in order to manage this program, with a salary of $64,000 and fringe benefits totaling $37,000 per year. In addition, the Grants Administrator and Project Manager hired with CPRG grant funds will assist the Senior Employment Training Specialist with administration.

This program will disburse $113,000 each year for five years, totaling $565,000 dollars in tuition assistance and wraparound services for those seeking certification in electrification careers.

**B. Expenditure of Awarded Funds**

Grant funds will be expended promptly and efficiently by using the City of Albany’s existing procurement policies, including requirements for multiple quotes at predetermined spending levels and spending thresholds that trigger the need for a Request for Proposals to secure goods or services. The grant will also fund a full-time Grants Administrator and a full-time Project Manager who will oversee the administration of grant programs and reporting requirements.

**C. Reasonableness of Costs**

**1. Pre-electrification/efficiency upgrades in Disadvantaged Communities**

The project will hire a grants administrator and project manager to oversee the project's completion. A portion of the salary and fringe benefits will be charged to each element of the work plan. The disadvantaged communities grant component will also hire a housing specialist to assist with the grants, paperwork, bidding and construction upgrades. The staff cost is budgeted at $405,000 over 5 years and the fridge benefits at $233,969.00. The project also includes $1,000,000 for direct grants to assist homeowners with pre-electrification measures. The proposed GHG reductions in the calculations are based off the funding for the homeowner pre-electrification projects. The cost and outcomes are based on similar programs the Albany Community Development Agency administers.

**2. Pre-Electrification Incentive Program**

The project will hire a grants administrator and project manager to oversee the project's completion. $130,000 of the salary and $75,101 of fringe benefits will be charged to this element of the work plan over the five-year grant period. The loan component includes $1,000,000 in low-interest loans to assist with gap finding on pre-electrification projects for middle-income homeowners. The proposed GHG reductions in the calculations are based off the funding for the homeowner pre-electrification projects. The cost and outcomes are based on similar programs the Albany Community Development Agency administers. At the end of the five years the funding will remain in place from repayments to extend the program and benefits.

**3. City Fleet Electrification**

The project will hire a grants administrator and manager to oversee its completion. Over the five-year grant period, $130,000 of the salary and $75,101 of fringe benefits will be charged to this element of the work plan. The Fleet element will allocate $2,802,000 towards the purchase of new vehicles. They include a new electric garbage truck with charging infrastructure, Ford electric pickup truck, a Chevrolet electric sedan, an electric van, golf carts, a street sweeper and fast chargers. An additional $1,000,000 will be allocated for upgrades to city buildings to have the capacity for the fast chargers. The GHG reductions were calculated off the new vehicles and gas mileage for the ones being replaced.

**4. Municipal Building Electrification**

The project will hire a grants administrator and manager to oversee its completion. Over the five-year grant period, $130,000 of the salary and $75,101 of fringe benefits will be charged to this element of the work plan. The Municipal Buildings Electrification project will allocate $1,778,100 to install heat pumps in 8 older city-owned buildings. The GHG reductions were calculated based off current utility billings and estimated savings with the installation of new heat pumps.

**5. Workforce Development**

The project will hire a grants administrator and project manager to oversee the project's completion. A portion of the salary and fringe benefits will be charged to each element of the work plan. The Workforce Development grant component will also hire a Senior Employment and Training Specialist to assist with the grants, paperwork, job training, education enrollment and job placement. The staff cost is budgeted at $320,000 over 5 years and the fridge benefits at $96,129. The program will increase the number of trained individuals who can assist with implementing the pre-electrification upgrades. The goal is to create a pipeline of employees to carry out the upgrades in the other programs. There are no GHG reduction calculations with the Workforce Development program but it is an essential part of the overall savings proposed in the City of Albany’s request.