

Budget Narrative:

The following budget narrative justifies the Tribe's budget request.

Personnel:

The budget includes personnel/salary allocations for two positions: one full-time Project Manager (100%) and one full-time Grant Manager/Coordinator (100%). Their time will be split over the four measures included in this implementation proposal. Their pay rates are in the tables below and include a yearly cost of living adjustment (COLA) of 3%.

Project Manager (PM): TBD

The Project Manager (PM) will oversee the implementation of the GHG measures outlined in this proposal. Their responsibilities include planning, developing timelines, and setting budgets for the project. They will manage the contractor and vendor bidding process, oversee contracts, and ensure timely project completion through each implementation phase. Additionally, they will work closely with the contractors selected to complete each project to ensure

The project's primary focus is PBC in Milwaukee, so the individual selected for this role will likely be based in Milwaukee. They will need to travel to Carter, WI, monthly to fulfill project management duties for the PCCH project.

The PM will report to the Energy Manager and work closely with the Energy Grant Coordinator to meet all project milestones, reporting requirements, and compliance obligations.

Project Manager:

Year	Annual Salary	+ COLA (3%)	Hours/Week
Year 1	\$88,900		40
Year 2		\$91,567	40
Year 3		\$94,316	40
Year 4		\$97,144	40
Year 5		\$100,056	40

Energy Grant Coordinator (EGC): TBD

The ECG will oversee the administration and the coordination of the CPRG Implementation grant. Their duties will include ensuring grant compliance, managing finances appropriately, timely reporting, and overseeing grant close-out procedures. As needed, they will work closely with FCPC's Grant, Finance, and Legal departments.

The ECG will likely be based in or near Crandon, WI. Monthly travel to Milwaukee to meet with the PM will be necessary to ensure proper reporting according to grant requirements.

Energy Grant Coordinator:

Year	Annual Salary	+ COLA (3%)	Hours/Week
Year 1	\$75,700		40
Year 2		\$77,971	40
Year 3		\$80,310	40
Year 4		\$82,719	40
Year 5		\$85,200	40

Total Personnel: \$873,883

Fringe Benefits:

FCPC's standard fringe benefit rate is determined by calculating 40% of the total personnel costs included in the proposed budget. The rate consists of the following benefits:

- Employee Health Insurance—27.85%
- Employers' FICA—6.20%
- Employers' Medicare—1.45%
- Workman's Compensation—1.50%
- State Unemployment tax—1.0%
- 401K Contribution—2.0%

With this, the Tribe proposes to allocate \$349,554 to fringe costs (salary as totaled in *Personnel* x .40 fringe rate = *Fringe Benefits*).

Year	Annual Combined Personnel Costs (Project Manager+ Grant Manager/Coordinator)	Fringe (40%) Per Year
Year 1	\$164,600	\$65,840
Year 2	\$169,538	\$67,815
Year 3	\$174,624	\$69,850
Year 4	\$179,863	\$71,945
Year 5	\$185,259	\$74,104

Total Fringe Benefits: \$349,554

Travel:

Three staff members will be expected to travel to monitor project progress, visit sites, attend meetings, participate in community outreach events, meet with contractors, and update the General and Executive Councils with project updates.

The Energy Manager and the Energy Grant Coordinator will be based in Crandon, Wisconsin. They will need to travel to the Potawatomi Casino in Milwaukee to monitor the projects there.

GHG Measure 1: Install Solar PV Canopy and Solar PV Wall at PBC

Staff Position	Hotel	Per Diem	Mileage
Energy Manager	\$155/day *12 days /year = \$1,860	\$64/day * 18 days/year = \$1,152	444 miles round trip * \$0.67/mile @ 12 days/year =\$3,570
Energy Grant Coordinator	\$155/day *12 days /year = \$1,860	\$64/day * 18 days/year = \$1,152	444 miles round trip * \$0.67/mile @ 12 days/year =\$3,570
Total per year	\$3,720	\$2,304	\$7,140
Total for five years	\$18,600	\$11,520	\$35,700

GHG Measure 2: Install Heat Recovery Chillers and Replace Boilers

Staff Position	Hotel	Per Diem	Mileage
Energy Manager	\$155/day *12 days /year = \$1,860	\$64/day * 18 days/year = \$1,152	444 miles round trip * \$0.67/mile @ 12 days/year =\$3,570
Energy Grant Coordinator	\$155/day *12 days /year = \$1,860	\$64/day * 18 days/year = \$1,152	444 miles round trip * \$0.67/mile @ 12 days/year =\$3,570
Total per year	\$3,720	\$2,304	\$7,140
Total for five years	\$18,600	\$11,520	\$35,700

GHG Measure 3: PBC EEM Package *this project is expected to be completed within 3 years

Staff Position	Hotel	Per Diem	Mileage
Energy Manager	\$155/day *12 days /year = \$1,860	\$64/day * 18 days/year = \$1,152	444 miles round trip * \$0.67/mile @ 12 days/year =\$3,570
Energy Grant Coordinator	\$155/day *12 days /year = \$1,860	\$64/day * 18 days/year = \$1,152	444 miles round trip * \$0.67/mile @ 12 days/year =\$3,570
Total per year	\$3,720	\$2,304	\$7,140
Total for three years	\$11,160	\$6,912	\$21,420

The Project Manager will be based in Milwaukee, WI, and will need to travel to Forest County, WI, to monitor the PCCH project.

GHG Measure 4: PCCH EEM Package

Staff Position	Hotel	Per Diem	Mileage
Project Manager	\$107/day *24 days /year = \$2,568	\$64/day *36 days/year = \$2,304	444 miles round trip * \$0.67/mile @24 days/year =\$7,140
Total per year	\$2,568	\$2,304	\$7,140
Total for five years	\$12,840	\$11,520	\$35,700

Total for Hotel: \$61,200
Total for Per Diem: \$41,472
Total for Mileage: \$125,520

Total Travel: \$231,192

Equipment:

The Tribe does not expect to purchase equipment as all work completed on this project will be done by contractors who will select, purchase, and install equipment as part of their contracted duties with input from the PM, PBC, and PCCH staff.

Supplies:

The Tribe does not expect to require any supplies for this project.

Contractual:

All work performed in this proposal will be done by qualified contractors selected through a bidding process. The contractors will be responsible for the following on each project:

GHG Reduction Measure 1: Install Solar PV Canopy and Solar PV Wall at PBC

This measure involves installing a canopied solar array over the center parking structure at PBC, installing a solar wall on the south side of the parking structure, and relocating the wiring of a third array.

All work will be completed by a contractor selected through a competitive bidding process. The chosen contractor for this project will be responsible for costs associated with: material & final engineering, mechanical installation, freight, module costs, all DC wiring and wiring labor, purchasing inverters, AC combiner panel, utility disconnect, architectural and engineering fees, building permits, bonding, interconnection, and insurance.

The selected contractor will work closely with the Project Manager and Energy Grant Coordinator to keep them apprised of expenditures, timelines, project progress, project delays, budgetary issues, and completing project phases. The Project Manager and the contractor will work with PBC Leadership to schedule each phase of this project to not disrupt any business operations.

Michaels Energy, the firm that completed the Level 3 Energy Audit, provided an estimate of the cost breakdown for this GHG Reduction Measure, which is included in the optional budget spreadsheet.

Contractual Cost for GHG Reduction Measure 1: \$6,386,231

- ***GHG Reduction Measure 2: Install Heat Recovery Chillers and Boilers at PBC***

This measure entails installing heat recovery chillers and replacing aging boilers at PBC.

All work will be completed by a contractor selected through a competitive bidding process. The chosen contractor for this project will be responsible for costs associated with: selecting and purchasing equipment, Victaulic seal replacement, design, architectural and engineering fees, building permits, bonding, interconnection, and insurance.

The selected contractor will work closely with the Project Manager and Energy Grant Coordinator to keep them apprised of expenditures, timelines, project progress, project delays, budgetary issues, and completing project phases. The Project Manager and the contractor will work with PBC Leadership to schedule each phase of this project to not disrupt any business operations.

Michaels Energy, the firm that completed the Level 3 Energy Audit, provided an estimate of the cost breakdown for this GHG Reduction Measure, which is included in the optional budget spreadsheet.

Contractual Cost for GHG Reduction Measure 2: \$44,115,460

- *GHG Reduction Measure 3: PBC EEM Package*

The PBC EEM Package is a grouping of three EEM measures at PBC: Retrofit LED Lighting in Mechanical Spaces, Optimize DCV Controls for Major Restaurants, and Add Unoccupied Setback for Major Restaurants and Kitchens.

These projects will be completed by a contractor selected through a competitive bidding process. The chosen contractor will be responsible for costs associated with bulb replacements, BAS programming, duct CO2 sensor replacement, installing and programming occupancy sensors, architectural and engineering fees, commissioning, and insurance.

The selected contractor will work closely with the Project Manager and Energy Grant Coordinator to keep them apprised of expenditures, timelines, project progress, project delays, budgetary issues, and completing project phases. The Project Manager and the contractor will work with PBC Leadership to schedule each phase of this project to not disrupt any business operations.

Michaels Energy, the firm that completed the Level 3 Energy Audit, provided an estimate of the cost breakdown for this GHG Reduction Measure, which is included in the optional budget spreadsheet.

Contractual Cost for GHG Reduction Measure 3: \$150,099

- *GHG Reduction Measure 4: PCCH EEM Package*

The PCCH EEM Package is a grouping of six EEM measures at PCCH: Rebuild RTU 1 and RTU 2 with variable exhaust and reduced supply flow, RTU modifications—variable exhaust flow, schedule RTU-G VAVs, control Flames kitchen makeup based on exhaust hood status, occupancy sensor control for RTU-7, and install ground source heat pump system to support loads served by RTUs 1,2,3,6 & 7.

These projects will be completed by a contractor selected through a competitive bidding process. The chosen contractor will be responsible for costs associated with the above-listed EEMs

The selected contractor will work closely with the Project Manager and Energy Grant Coordinator to keep them apprised of expenditures, timelines, project progress, project delays, budgetary issues, and

completing project phases. The Project Manager and the contractor will work with PCCH Leadership to schedule each phase of this project to not disrupt any business operations.

Grumman|Butkus, the firm that completed the Level 3 Energy Audit, provided an estimate of the cost breakdown for this GHG Reduction Measure, which is included in the optional budget spreadsheet.

Contractual Cost for GHG Reduction Measure 4: \$7,840,000

Total Contractual Cost: \$58,494,790

Construction:

The Tribe does not plan on any construction costs that are not already included in the contracted services pricing.

Other:

The Tribe does not anticipate any funds in the other category.

Total direct charges:

The chart below reflects the total direct charges.

Budget by Year							
Cost Type	Category	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Direct Costs	Total Personnel	\$164,600	\$169,538	\$174,624	\$179,863	\$185,259	\$873,884
	Total Fringe Benefits	\$65,840	\$67,815	\$69,850	\$71,945	\$74,104	\$349,554
	Total Travel	\$51,504	\$51,504	\$51,504	\$38,340	\$38,340	\$231,192
	Total Equipment						
	Total Supplies						
	Total Contractual		\$58,491,790				\$58,491,790
	Total Other						
	Total Direct	\$281,944	\$58,780,647	\$295,978	\$290,148	\$297,702	\$59,946,419

Total direct charges: \$59,946,419

Indirect Cost

The current FY2024 Forest County Potawatomi Community negotiated indirect cost rate is 21.02%. The total indirect cost is calculated based on the sum of the personnel and fringe costs multiplied by 21.02%.

Year	Personnel Costs/Year	Fringe Costs/Year	Combined Personnel and Fringe/Year	Indirect Cost Rate (21.02%)
Year 1	\$164,600	\$65,840	\$230,440	\$48,438
Year 2	\$169,538	\$67,815	\$237,353	\$49,892
Year 3	\$174,624	\$69,850	\$244,473	\$51,388
Year 4	\$179,863	\$71,945	\$251,808	\$52,930
Year 5	\$185,259	\$74,104	\$259,363	\$54,518

Total Indirect Cost: \$257,166

Total Request: \$60,203,586