

## **Budget Narrative**

The budget narrative provides a detailed breakdown and description of the proposed budget for each Measure by category below. The total request for both Measures combined is \$9,999,507.38. GVMC has a certified accountant serving as the agency's Director of Finance. GVMC is in excellent financial standing, as proved by satisfactory annual audits, and has successfully completed many federal and non-federal grant opportunities.

### **Measure 1**

The total budget requested for Measure 1 is \$6,698,441.69. The budget is broken down into the following categories: Personnel, Fringe Benefits, Travel, Equipment, Supplies, Contractual, and Indirect Costs.

#### **Personnel**

The total budget request for personnel is \$308,091.36. \$255,000 of the total Personnel budget will be allocated to paying 60% of the Program Coordinator's salary per year for the grant period. The other 40% of the Coordinator's salary will be paid out of the budget for Measure 2. The Coordinator will be hired at a salary no higher than \$80,000 per year. The budget includes a 3% increase per year. The Coordinator's salary will be paid for by the revenue generated by Measure 1 after the grant period expires.

\$53,091.36 of the total Personnel budget will be allocated to paying 10% of the salary of the Program Manager that will assist with the Measure by providing supervision, resource support, and grant reporting. The budget includes a 3% increase per year.

#### **Fringe Benefits**

The total budget request for fringe benefits is \$123,236.54. \$102,000 of the total Fringe Benefits budget will be allocated to paying the benefits for the Coordinator for the grant period. The budget was calculated using a factor of 40% of the Coordinators salary. The budget a 3% increase per year. The Coordinator's benefits will be paid for by the revenue generated by Measure 1 after the grant period expires.

\$21,237 of the total Fringe Benefits budget will be allocated to paying the benefits for 10% of the Program Manager that will assist with the Measure. The budget includes a 3% increase per year.

Fringe benefits allow GVMC to provide a competitive benefit package that provides family sustaining insurance benefits and retirement contributions.

#### **Travel**

The total budget request for travel is \$7,865 for Measure 1. The entire Travel budget will be used to provide the Coordinator with the opportunity to attend one or more conferences, local or not local, per year related to Measure 1. The Travel budget is broken down by Airfare (\$2,000 total), Luggage Fess (\$300 total), Hotel (\$2,250 total), Per Diem (\$1240 total), Parking (\$400 total), and Milage (\$1675 total).

## **Equipment**

The total budget request for Equipment for Measure 1 includes the purchase of 1 laptop computer to support the work of the Coordinator at \$2,500.

## **Supplies**

The total budget request for Supplies for Measure 1 is \$3,000. Conference registration fees of \$500 annually for years 1 through 5 of the grant will be shared by the Program Manager and the Coordinator. \$250 annually is budgeted for a total of \$1,250 over the grant for outreach that can include advertising across the MSA, and educational materials such as printed or electronic materials. \$250 annually for a total of \$1,250 over the grant is budgeted to be able to provide light refreshments and snacks for community events. To maintain a zoom account for the Coordinator, \$100 is budgeted annually for each year of the grant, totaling \$500. \$300 annually is budgeted for room rentals for meeting space, totaling \$1,500 over the five year grant period.

## **Contractual**

**Non-Profit Organization Consultant:** A non-profit organization consultant will be hired at the beginning of the grant award for a flat fee of \$100,000 to assist with establishment of the WMSC as a non profit entity.

## **Solar PV:**

**Municipal Partner Lease Agreements:** Municipal partners who agree to lease the PV arrays on municipal property will pay a nominal fee of \$1 annually. This cost will be covered by grant funds during the grant period. A total of 9 sites will equal \$9 annually for years two through five of the grant, and will total \$36 over the grant period.

**Engineering / Administrative / Overhead / Permitting:** A fixed amount of \$366,635.80 is budgeted annually for years two, three, and four of the grant award for a total of \$1,099,904.40 to account for the necessary engineering, administrative, overhead, and permitting costs associated with deploying the PV arrays in Measure 1. These costs are based on the assumption that the PV arrays would be mostly deployed over years two, three, and four of the grant, and we acknowledge that this is one of the most difficult aspects of PV array development to project and budget given unforeseen variables such as conditions necessary for ground mounting and permitting obstacles.

**Labor:** The cost of labor associated with installation of the PV arrays is budgeted as \$936,955.60 in years two, three, and four of the grant award for a total of \$2,810,867.

**Equipment:** PV array installations require costs related to inverters, racking equipment, and performance monitoring equipment. The aggregate costs of this equipment is estimated as \$733,270 each year for years two, three and four for a total budget of \$2,199,809 during years one through five of the grant award.

## **Indirect**

Indirect costs of \$43,132.79 were figured at the 10% de minimis rate authorized by 2 CFR 200.414(f).

## **Measure 2**

The total budget requested for Measure 2 is \$3,301,065.69. The budget is broken down into the following categories: Personnel, Fringe Benefits, Travel, Supplies, Other, and Indirect Costs.

### **Personnel**

The total budget request for personnel is \$223,091.36. \$170,000 of the total Personnel budget will be allocated to paying 40% of the Program Coordinator's salary per year for the grant period. The other 60% of the Coordinator's salary will be paid out of the budget for Measure 1. This ensures that 40% of the Coordinators time goes to support the LIDAC piece of this grant, ensuring the Justice40 Initiative. The budget includes a 3% salary increase per year for the Coordinator. The Coordinator's salary will be paid for by the revenue generated by Measure 1 after the grant period expires.

\$53,091.36 of the total Personnel budget will be allocated to paying 10% of the salary of the Program Manager that will assist with the Measure by providing supervision, resource support, and grant reporting. The budget includes a 3% increase per year.

### **Fringe Benefits**

The total budget request for fringe benefits is \$89,236.54. \$68,000 of the total Fringe Benefits budget will be allocated to paying the benefits for the Coordinator for the grant period. The budget was calculated using a factor of 40% of the Coordinators salary. The budget a 3% increase per year. The Coordinator's benefits will be paid for by the revenue generated by Measure 1 after the grant period expires.

\$21,236.54 of the total Fringe Benefits budget will be allocated to paying the benefits for 10% of the Program Manager that will assist with the Measure. The budget includes a 3% increase per year.

Fringe benefits allow GVMC to provide a competitive benefit package that provides family sustaining insurance benefits and retirement contributions.

### **Travel**

The total budget request for travel is \$1,255 for Measure 2. The Travel budget will be used to provide the Coordinator and Program Manager with the opportunity for local travel. The Travel budget is broken down by Parking (\$50/year, totaling \$250), and Milage (\$201/year, totaling \$1,005).

### **Supplies**

The total budget request for Supplies for Measure 2 is \$3,500. \$250 annually is budgeted for a total of \$1,250 over the grant for outreach that can include advertising across the MSA, and educational materials such as printed or electronic materials. \$250 annually for a total of \$1,250 over the grant is budgeted to be able to provide light refreshments and snacks for community events. \$300 annually is budgeted for room rentals for meeting space, totaling \$1,500 over the five year grant period.

### **Other**

The total budget request for Other for Measure 2 is \$2,952,750.00. \$39,750.00 annually is budgeted for stipends for LIDAC participation. The stipends will be used to continue to provide equitable engagement

opportunities for LIDAC members. During the PCAP phase of the CPRG Planning Grant GVMC provided stipends to the LIDAC Advisory Committee. By doing so, we were able to better engagement community. We will continue to provide stipends through the grant period. The LAC will be expected to help develop and maintain the LIERF.

Starting in Year two \$25,000 from the LIERF will be allocated to LIDAC sustainable career development. The funds will be passed through to a subaward agency that specializes in career development. This will total \$1000,000 over the grant period. \$663,500 for the LIERF will be allocated to energy efficiency subawards in years 2 through 5 of the grant for a total of \$2,645,000. Before Phase 1 of the LIERF launches the LAC and WMSC advisory board will develop a process for distributing the funds. It is expected that the funds will be distributed to cover the entire cost of residential or commercial energy efficiency upgrades for LIDAC members.

**Indirect**

Indirect costs of \$31,232.79 were figured at the 10% de minimis rate authorized by 2 CFR 200.414(f).