

Budget Narrative

a. Budget Detail

BUDGET BY YEAR							
COST-TYPE	CATEGORY	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Direct Costs	TOTAL PERSONNEL	\$103,980	\$106,721	\$109,545	\$112,453	\$115,449	\$548,149
	TOTAL FRINGE BENEFITS	\$0	\$0	\$0	\$0	\$0	\$0
	TOTAL TRAVEL	\$300	\$300	\$300	\$300	\$300	\$1,500
	TOTAL EQUIPMENT	\$4,000	\$0	\$0	\$0	\$0	\$4,000
	TOTAL SUPPLIES	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$7,500
	TOTAL CONTRACTUAL	\$975,000	\$975,000	\$800,000	\$800,000	\$800,000	\$4,350,000
	TOTAL OTHER	\$250	\$250	\$250	\$250	\$250	\$1,250
	TOTAL DIRECT	\$1,085,030	\$1,083,771	\$911,595	\$914,503	\$917,499	\$4,912,399
	TOTAL INDIRECT	\$103,549	\$106,278	\$109,088	\$111,983	\$114,964	\$458,616.865
TOTAL FUNDING		\$1,188,579	\$1,190,049	\$1,020,683	\$1,026,486	\$1,032,463	\$5,458,261

b. Expenditure of Awarded Funds

The contractual benefits are the largest part of the yearly budget. The first two years show a higher number as they reflect the actual development of the GHG Inventory Tool, which will require more time and staffing on the subcontractor's end in the first two years than maintaining data and creating reports and strategies. The other piece of the contractual funding is dedicated to supporting labor unions' pre-apprenticeship pipeline organization, Building Pathways South, which does targeted outreach to women and people of color within the OCPC region with no prior construction experience. With the included community workforce agreement and supporting this pre-apprenticeship pipeline we will be able to secure skilled labor to deliver retrofit and energy efficiency projects and create good, local union jobs with family-sustaining wages and benefits while doing so. This includes funding for Prevailing Wage under Massachusetts Public Bid law. Additionally, the project will mandate 15% of workforce hours for Registered Apprenticeships with the Massachusetts Division of Apprenticeship Standards for each trade.

A project of this magnitude has not already been done within OCPC due to the volume of contracts needed at once to expand staff to cover the work. This volume of work will require a full-time staff member to work on these projects over 5 years. OCPC is also dedicated to educating future planners and sees this as an opportunity to create equitable paid internships centered around climate resiliency, outreach, and planning strategies. An additional line of managerial hours is added to fund the amount of time the department director will need to guide interns and assist staff on the project. The personnel budget goes up annually to reflect anticipated raises. Indirect is there to cover the additional costs of staffing including a Massachusetts State Employee benefits package and additional administrative costs.

Travel is anticipated for in-person meetings with town and outreach events. The total also assumes that there will be training in the state on Net Zero methods that staff and interns might benefit from attending. Equipment covers the cost of two new laptops, one for the new staff member and another to rotate between interns from semester to semester. As a hybrid office, interns should not be required to provide their equipment to work outside of in-office days.

c. Reasonableness of Costs

With our estimated reduction within the first 5 years totaling 25,663 MTCO₂e per year or 128,315 MTCO₂e for 5 years and a project cost of \$5,458,261, we calculate a total of \$42.54 per 1 MTCO₂e. More importantly, these numbers only reflect the benefits that are acquired within the first 5 years. Exceeding the 5-year mark, we anticipate seeing an increase in reductions as implementation projects in municipal buildings will lower energy usage and deployed education will remove barriers from homeowners retrofitting their own homes. Creating the GHG Inventory tool similarly only reflects the work it will be used for during the grant funding time. The initial step of drafting a GHG Inventory on an RPA scale will help identify future areas for needed work throughout the region. One might assume outside of building energy, our regional GHG Inventory will identify emission concerns in industrial spaces and transportation that will help us target future efforts.

The largest cost is contractual. This is split between two elements of the project. The larger portion is the money anticipated to be subcontracted to create the GHG Inventory tool. This is anticipated to be a costly operation as it requires both creating a backend database that can take in varying inputs on GHG emitters and creating calculations. This is also why there is more money front in the first two years when this application will be developed. In the following three years, it will still require a lot of data input to complete a GHG inventory that is specific and can be tracked down by town and look at region-wide trends. The amount of time and effort that goes into collecting this volume of data cannot be understated.

The second part of the contractual fund goes to the labor union pre-apprenticeship pipeline organization, Building Pathways South. This is a part of a collaborative effort with local labor unions to ensure that as a region when we consider expanding the green economy, we recognize the importance of fair work that includes employees who are paid fair wages, are protected, and have benefits. It ensures that women, minorities, and disadvantaged communities have fair work opportunities in the region for years to come. Creating integration of the work guidelines into action plans through the advisory of union staff creates a lasting effect on the green economy for OCPC.

The next largest sum of money goes towards employment. This includes hiring a full-time staff member to be a lead contact on the project at OCPC over the next 5 years. This grant-funded position will ensure that communities have the individual support they need to complete plans, something we often find missing in the existing work we do. This is accompanied by funds for an intern for three semester periods, fall, spring, and summer. Having a paid internship opportunity enforces equity in the workforce. Students need internships but many do not get the required experience they need before graduating because they cannot afford to work without income.

Indirect benefits summarize the overhead needed to supply Massachusetts State Benefit packages and administrative costs that are standard for any organization. Travel is anticipated for in-person meetings with town and outreach events. The total also assumes that there will be training in the state on Net Zero methods or related that staff and interns might benefit from attending. Equipment covers the cost of two new laptops, one for the new staff member and another to rotate between interns from semester to semester. The cost of supplies and travel is written as only what are anticipated needs.