

BUDGET NARRATIVE

This budget narrative uses the following budget categories to break out costs associated with implementation of the proposed measures:

- **Personnel:** Direct costs for salaries and wages.
- **Fringe Benefits:** Allowances and services provided by the employer to personnel in addition to regular salaries and wages. These may include the cost of leave, employee insurance, pensions and unemployment, cell phone allowances, holiday bonuses, and similar benefits.
- **Travel:** Costs for transportation services, lodging, per diem, and similar personal expenses allowed under applicable travel policies for trips necessary to implement the proposal.
- **Equipment:** Costs for tangible, non-expendable, personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit used by personnel implementing the proposal. Equipment purchased by project participants is classified in the "Other" budget category as participant support costs.
- **Supplies:** Costs for tangible personal property other than equipment with a per item acquisition cost of less than \$5,000 that are necessary to implement the proposal.
- **Contractual:** Costs associated with contracts to acquire property (including intellectual property) and services needed to carry out the proposal.
- **Other:** Direct costs that do not fit in any of the other budget categories, including participant support costs and subawards.
- **Indirect:** Costs incurred for a common or joint purpose that benefit more than the proposed project that is not readily divisible among cost objectives without efforts disproportionate to the results achieved. Examples include space costs, utilities, accounting services, human resources.

An explanation of costs associated with each measure is included below. A full detailed itemized breakdown of costs for each budget category for each measure is provided in the attached Budget Spreadsheet.

1. Measure 1: Recycling, Composting, & Neighborhood Waste Disposal

a. Personnel: This measure includes 10 total new hire roles, including:

- **4 Neighborhood Drop-Off Site Personnel @ \$20/hour + 3% COLA years 2-5**, estimated at \$879,428 total for the five years of the grant period. One will work at each of the four neighborhood drop-off sites, assisting residents with waste disposal and ensuring maintenance and security of the site.
- **4 driver personnel @ \$25/hour + 3% COLA years 2-5**, estimated at \$1,104,316 total for the five years of the grant period. These extra personnel will be needed to meet the increased demand for drivers with the addition of the four neighborhood drop-off sites, transporting waste from the sites to the Transfer Station.
- **2 composting personnel @ 25/hour + 3% COLA years 2-5**, estimated at \$552,158 total for the five years of the grant period. These personnel will be responsible for managing the proposed composting program

b. Fringe Benefits: Fringe benefits are calculated at 27.91% for all 10 personnel roles (FICA -6.2%, Medicare - 1.45%, Retirement - 10%, Workers Comp - 1.18%, SUTA 0.08% and Health insurance - single policy - 9%)

- \$245,431 total for 4 Neighborhood Drop-Off Site Personnel over 5 years

- \$308,215 total for 4 driver personnel over 5 years
 - \$154,106 total for 2 composting personnel over 5 years
- c. **Travel:**
- **Local monthly review of site, programs, and meetings with staff for 2 TPED employees** (estimated at 100 miles per month x 2 staff x 12 months x 5 years, for a total of \$7,800)
- d. **Equipment:** Equipment considered necessary for the implementation of the measure includes:
- **32 roll off containers** estimated at \$19,000 each (\$608,000 total), 8 for each of the 4 neighborhood drop-off sites. Various waste streams will be sorted into each roll-off, separating everyday trash from other waste streams such as bulky items/furniture, construction waste, etc.
 - **2 horizontal balers** (at \$15,000 each, totalling \$30,000) to prepare cardboard for recycling
 - **4 camera systems** (estimated at \$20,000 each for a total of \$80,000), 1 for each of the neighborhood drop-off sites. The camera system, each of which include 6 cameras and a monitoring system, will help ensure the security and safety of the sites.
 - **40 ballards** (10 for of the neighborhood drop-off sites, estimated at 10 for \$300, \$12,000 total) to prevent vehicles from running into the building and other key areas
 - **2 electric garbage trucks** (estimated at \$675,000 each, totalling \$1,350,000): these will help meet the needs of Turtle Mountain Dept. of Solid waste as it expands its services, while avoiding emissions from using the existing diesel trucks
 - **1 roll-off PUP trailer** (estimated at \$50,0000): this will allow for the transportation of multiple roll-off containers at once, reducing the amount of trips needed to transport waste from the neighborhood drop-off sites
 - **2 electric roll-off carriers** (estimated at \$675,000 each, totalling \$1,350,000): paired with the PUP trailers, these will allow transport of roll-off containers from the neighborhood drop-off sites
 - **Compost WindrowTurner (Komptech X 4500)** (\$535,909): this is a critical piece of equipment needed for implementation of the composting program
 - **Waste Shredder (Komptech Crambo 6000)** (\$999,821): this is a critical piece of equipment needed for implementation of the composting program
 - **4 electric vehicle charging stations:** (estimated at \$2199 each, for a total of \$8,796) 1 will be needed for the operation of each of the two electric garbage trucks and the two electric roll-off carriers
 - **4 electric vehicle charging station posts** (estimated at \$1829 each, for a total of \$7,316): these are a necessary component of the charging stations
- e. **Supplies:** No Supplies costs associated with Measure 1
- f. **Contractual:** To enable the construction and implementation of the neighborhood drop-off sites, the following contracts will be needed:
- **Contract for construction of 4 small office buildings** (26x26 feet with a restroom), estimated at \$280,000 total : a small office space will be needed for personnel working at each of the neighborhood drop-off sites

- **Contract for water & sewer service** at each of the 4 neighborhood offices, estimated at \$80,000 total
- **Contract for the construction of 4 concrete pads** (175 x 150 ft), 1 for each of the neighborhood drop-off sites, estimated at \$1,580,000 total (\$15/square foot). These will form the foundation upon which the roll-off containers will sit.
- **Contract for concrete for the ramps and curb/wall** within each of the 3 neighborhood drop-off sites, estimated at \$260,000 total
- **Contract for outreach & education support**, estimates at \$75,000 total: As mentioned above, with the introduction of several new waste programs & services within the community, community education and outreach will be needed to ensure uptake of the programs by the community
- **Contract for the installation of 4 650-foot surround fences** with a security gate (estimated at \$30/ft plus \$10,000 for a gate, totalling \$120,000), 1 for each of the neighborhood drop-off sites. A fence is critical both for the security of the facility but also safety: for example, to keep children and animals from entering the drop-off site.
- **Contract for installation of 4 electric vehicle charging stations**, estimated at \$60,000. A qualified electrician will be needed for installation of the electric vehicle charging stations

To enable the construction and implementation of the composting and recycling programs, the following contracts will be needed:

- **Contract for excavation & site prep for composting site**, estimated at \$100,000: There is not an existing composting program at Turtle Mountain; thus, preparation for the composting site at our current Transfer Station will need to take place prior to implementation
- **Contract for equipment, technology, installation, and training for sorting equipment (micro MRF)**, estimated at \$4,750,000: This equipment will be vital for the separation of waste streams into recyclables, compostables, and landfillable items
- **Contract for construction of a recycling storage building** (100 x 60 ft, not heated), estimated at \$225,000: This is one of the most vital elements of the measure's activities, as currently there is nowhere to store recyclable materials until they are ready to transport. At Turtle Mountain, exposure of recyclable materials to the elements often renders them unable to be recycled and thus sent to the landfill.
- **Contract for electricity & insulation for recycling storage building**, estimated at \$150,000
- **Contract for recycling storage building site prep/excavation**, estimated at \$150,000

g. **Other:** There are no Other costs associated with Measure 1

h. **Indirect:** 14.68% does not include equipment of contractual: \$477,260 total

2. Measure 2: Residential Solar & Energy Efficiency

a. **Personnel:** This measure includes 6 total new hire roles, including:

- **1 Energy Planner (FTE)**, estimated at \$331,281 total for the five years of the grant period. This person will be responsible for managing all aspects of the activities

described in Measure 2, including design of the program and coordinating with utilities, households, and contractors on the solar installations and energy efficiency retrofits.

- **1 Assistant Energy Planner (FTE)**, estimated at \$209,810 total for the five years of the grant period: they will assist the Energy Planner in their responsibilities
 - **4 Solar Technicians (FTE)**, estimated at \$1,325,126 total for the five years of the grant period: They will be responsible for installation of the residential solar panels, as well as provide support for future solar installations within the community
 - **Exec. Director** (20% time based on current wages), estimated at \$93,035 for the five years of the grant period: will provide program oversight
 - **S. Hunt** (Planner, 10% ties based on current wages), estimated at \$21,626 total for the five years of the grant period. Will provide procurement support.
- b. **Fringe Benefits:** Fringe benefits are calculated at Tribal rate of 27.91% (FICA -6.2%, Medicare - 1.45%, Retirement - 10%, Workers Comp - 1.18%, SUTA 0.08% and Health insurance - single policy - 9%)
- Total: \$552,963
- c. **Travel:**
- **Travel for 4 staff** (TPRD Director, Energy Planner, 1 Solar Tech, and assistant) to attend conference/training, location TBD. Total, based on GSA 2024 rates for Washington DC, is estimated at \$19,696, which includes:
 - Airline cost - 650.00 (2,600.00) x 4
 - Lodging at 259.00 x 4 nights x 4 staff (4,144.00)
 - Per diem @ 79.99/day x 5 days x 4 staff (1,580.00)
 - Travel to and from airport 240 miles round trip x .65 x 4 (624.00)
 - Airline parking 10.00 x 5 x 4 (200.00)
 - Taxi/shuttle at destination - 100.00 x 4 (400.00)
 - Baggage check - 75.00 x 4 (300.00)
 - **Local mileage** estimated at \$6,000 total
- d. **Equipment:**
- **4 EV trucks with charging stations and a building to store them**, estimated at \$334,244 total: These will be needed to help carry out the implementation of the measure, to enable emission-free local travel for Solar Techs between solar installation sites.
- e. **Supplies:** The following supplies will be needed for everyday office operations of the newly hired staff, to aid in implementation of the measure:
- **2 laptop computers for community engagement and educational outreach**, estimated at \$2,200 total
 - **2 desktop computers with software** for the Energy Planner and Assistant, estimated at \$2,700 total
 - **4 Surface Pros for Solar Technicians**, estimated at \$4,800 total
 - **Office supplies** for the 5 year grant period, estimated at \$6,000
 - **Tools, lumber, misc. Supplies**, estimated at \$95,000 total
- f. **Contractual:**

- **Contract for residential solar PV + storage installed costs**, estimated at \$10,890,934. This assumes \$4.90/watt serving 400 households, offsetting 30% of energy consumption, divided evenly across Years 2-5 to reflect the phased approach.
- **Contract for energy efficiency retrofits/weatherization**, estimated at \$1,490,620: This assumes \$3,726.55 per household at 400 households served, divided evenly across Years 2-5 to reflect the phased approach.
- **Contract for construction of facility to store/maintain EV trucks**, estimated at \$400,020; this will be 860 square feet with cement flooring, garage doors, windows, security system, restroom and maintenance shelving/supplies. The ability to store the electric vehicles indoors will lengthen their battery life in a region that experiences brutally cold winters.
- **In-person workforce training course on solar installation**, at \$15,320 each, totaling \$1,505,940: this 5-day course will prepare trainees to take the NABCEP Solar Associate industry test, contributing to building a local solar workforce within the community.
- **In-person workforce training course on energy efficiency**, at \$20,970: this training will provide trainees with an introduction to energy efficiency and prepare for the retrofits to take place under this measure.
- **Community engagement facilitation support**, at \$4570: two community-based energy planning & visioning sessions will be held at Turtle Mountain to engage and inform the community about the Tribe's current energy efforts, as well as obtain community input and ideas.

g. Other:

- **Maintenance for EV trucks**, estimated at \$25,000 total over the 5-year grant period
- **Tires for the EV trucks**, estimated at \$9,000 total over the 5-year grant period
- **Insurance for the EV trucks**, estimated at \$16,400 over the 5-year grant period

h. Indirect: 14.69% IDC does not include contracts or equipment: \$396,996 total

3. Measure 3: Solar Lighting in Priority Community Locations

a. Personnel: This measure includes:

- **1 personnel** (\$22/hour + 3% COLA years 2-5), at \$242,569 total over the 5-year grant period: their responsibility will be to coordinate purchase and installation of lights
- **Energy Program Coordinator** (15% time based on current salary and fringe), at \$11,250 total over the 5-year grant period, to provide program oversight and administration

b. Fringe Benefits: Fringe benefits are calculated at 27.91% (FICA -6.2%, Medicare - 1.45%, Retirement - 10%, Workers Comp - 1.18%, SUTA 0.08% and Health insurance - single policy - 9%)

- \$70,842 total

c. Travel:

- **Local travel for TPED oversight to review and document program**, 1200 miles per year x 0.65 x 5 years, for a total of \$3,900

d. Equipment: Equipment for the solar lights themselves includes:

- **300 solar lights + batteries to last 24 years**, estimated at \$1,408,500 total. Battery replacements were included to extend the life of the lights

- 300 mast arms (attaches the solar light to the pole), estimated at \$60,000
- 300 poles, estimated at \$450,000

Five electric charging stations and 1 electric vehicle will also be purchased to aid in implementation of this measure, to transport personnel and equipment to and from sites. This includes:

- **5 electric vehicle charging station posts**, at \$9,145 total
- **5 electric vehicle charging stations**, at \$10,995 total
- **1 electric vehicle** at \$58,283, estimated based on 2023 Pro Ford Lightning F150 extended range

e. Supplies:

- **1 desktop computer**, at \$1,200
- **Clerical and office** (\$100/month), at \$6,000 total

f. Contractual:

- **Contract for concrete foundation & installation of light poles**, estimated at \$300,000 (\$1,000 each for 300 lights)
- **Contract for installation of electric vehicle chargers**, estimated at \$20,000; a qualified electrician will be needed for proper installation of the chargers

g. Other: No Other costs associated with Measure 3

h. Indirect: 14.68% - personnel, travel, and fringe only: \$49,607 total

4. Measure 4: Green Head Start Building/Community Center

a. Personnel:

- **A. Blue, Exec. Dir. TPED** (15% of time, based on current rate of pay), totalling \$93,035 over the 5-year grant period. Will provide continued oversight, community education Y4 and 5 for all staff
- **M. Sinclair, Energy Coord.** (20% of time based on current rate of pay), totalling \$47,782. Will provide oversight, daily review and data collection.
- **F. Gourneau, Tribal Planner** (10% of time based on current rate of pay), totalling \$37,131

b. Fringe Benefits: Fringe benefits are calculated at 27.91% (FICA -6.2%, Medicare - 1.45%, Retirement - 10%, Workers Comp - 1.18%, SUTA 0.08% and Health insurance - single policy - 9%)

- \$49,666 total

c. Travel:

- **Local travel for 2 TPED staff to oversee construction and project compliance**, estimated at 200 miles per month x 2 x 0.65 x 60 months, for a total of \$15,600
- **Travel for 4 staff (TPRD Director, Energy Planner, 1 Head Start Rep., and Energy Coordinator) to attend conference/training** (Location TBD). Based on GSA 2024 rates for Washington DC. This includes:
 - Airline cost - 650.00 (2,600.00) x 4
 - Lodging at 259.00 x 3 nights x 4 staff (3,108.00)
 - Per diem @ 79.00/day x 4 days x 4 staff (1,264.00)
 - Travel to and from airport 240 miles round trip x .65 x 4 (624.00)
 - Airline parking 10.00 x 5 x 4 (200.00)

- Taxi/shuttle at destination - 100.00 x 4 (400.00)
- Baggage check - 75.00 x 4 (300.00)

d. Equipment:

- Capital costs of geothermal system estimated at \$246,262, per technical assistance estimate

e. Supplies: No Supplies costs for Measure 4

f. Contractual:

- **Contract for construction of 31,640 sq. ft Head Start Building**, estimated at \$10,500,000 total over the first three years of the grant period
- **Contract for installed small non-residential solar + storage**, estimated at \$406,984, assuming \$5.2/W offsetting 20% energy load of the building
- **Contract for installation of the geothermal HVAC system**, estimated at \$385,000
- **Contract for geothermal operations & maintenance**, estimated at \$80,680 (\$16,136/year per technical assistance estimate)
- **Contract for architectural costs:** \$770,000, estimated at 7% cost of construction,
- **Contract for energy efficiency measures** at \$126,560, based on assumptions of green building cost premium of \$4/sqft for 31,640 sq ft
- **Contract for relocation of current head start building**, at \$135,000: The current head start double-wide buildings will need to be moved to an alternate location during construction so as not to disrupt Head Start operations

g. Other: No Other costs for Measure 4

h. Indirect:

- 14.58%, totalling \$36,951