



# **DEED GRANT APPLICATION**

**CONTACT:** DEED Administrator  
1875 Connecticut Avenue, NW  
Suite 1200  
Washington, DC 20009-5715  
tel: 202/467-2960  
[DEED@APPAnet.org](mailto:DEED@APPAnet.org)

## **EXPLANATION OF DEED:**

The Demonstration of Energy-Efficient Developments (DEED) program was established in 1980 by the American Public Power Association. The purpose of this research, development and demonstration program is to sponsor and conduct activities related to energy innovation, improving efficiencies and lowering the cost of providing energy services to the customers of publicly owned electric utilities.

The DEED program offers funding for projects that will develop and demonstrate new technologies and techniques. Funding for DEED-sponsored projects comes in the form of grants to DEED member utilities, scholarships to university students studying in energy-related disciplines, and joint projects with APPA committees.

APPA is the national service organization for community-owned, not-for-profit electric utilities.

## **CRITERIA FOR GRANT AWARD:**

DEED grants are intended for demonstration or early commercialization projects. DEED grants also may be used for applied research to early-demonstration projects with longer-term potential.

A final report on the project, describing activities, cost, bibliography, achievements, problems, results, and recommendations,

and a four-page summary abstract are required at the conclusion of all DEED-sponsored grant projects.

## **ELIGIBILITY REQUIREMENTS FOR APPLICANTS:**

Only members of APPA's DEED program are eligible to apply. Any other organizations involved in the project would serve as the subcontractor to the host utility, which would have responsibility for oversight.

Applications must be sent from a DEED-member utility or organization and must be dated and signed on the last page by an authorized individual at that utility.

## **AMOUNT OF AWARDS:**

The maximum grant request is 25 percent of available DEED funds. This amount fluctuates, so applicants should contact the DEED Administrator for an estimate, however, in general, this limits proposals to \$100,000. Grant requests that exceed \$75,000 require the additional approval of the APPA Board of Directors.

The DEED Board takes into consideration the portion of the total project budget that is being requested from DEED and also the portion being contributed by the sponsor when making funding decisions.

### **EVALUATION CRITERIA:**

In evaluating grant applications, DEED Directors shall give due preference to these criteria:

1. broad applicability to public power systems;
2. sponsorship and significant cost-sharing by multiple organizations;
3. development of analytical tools, generalizable methodologies, software, hardware, services or equipment;
4. special considerations for small utilities;
5. degree and timeliness of transferability of results;
6. previous performance of the proposer on other awards;
7. overall energy efficiency considerations;
8. Overall benefit the project will provide to utility operations;
9. Overall customer value the project will provide;
10. Project uniqueness and innovation; and
11. DEED funds are not used for the purchase of computer software or hardware, or other high-cost equipment.

Any additional years of funding must be approved for each calendar year by the DEED Directors.

### **FUNDING AWARDS:**

The DEED Board of Directors, which makes funding awards, meets in conjunction with APPA's Engineering and Operations Technical Conference (usually in March) and six months later in Washington, D.C., (September or October). Generally, half of the available funds are set aside for award at the fall meeting.

**DEADLINE:** *February 15 and August 15 every year.*

### **INSTRUCTIONS FOR COMPLETING THE DEED GRANT APPLICATION FORM:**

1. Complete the information on the DEED Grant Application coversheet (next page).
2. Answer the twelve application questions on the last page of this application form on additional pages. These pages should be attached to the cover sheet. The length of the application should be no longer than seven pages including the cover sheet, single-spaced, with one-inch margins. Attach additional pages for subcontractor qualifications and other information pertinent to the proposed project.
3. Submit original signature of utility authority and other information as requested.
4. Send two copies of the application, including cover sheet and signature page (one with original signature) to the DEED Administrator at APPA by the established deadline (see address below).
5. Send one copy of the application to the DEED Director representing the region where the sponsoring DEED member is located. To determine who your regional director is contact the DEED Administrator at 202/467-2960 or [DEED@APPAnet.org](mailto:DEED@APPAnet.org). Alternatively you may visit the APPA website, at [www.APPAnet.org](http://www.APPAnet.org), *Research & Development (DEED), DEED Board* to look up your regional director.

### **SEND APPLICATION TO:**

DEED Administrator  
American Public Power Association  
1875 Connecticut Avenue, NW, Suite 1200  
Washington, DC 20009-5715  
E-mail: [DEED@APPAnet.org](mailto:DEED@APPAnet.org)

***To download an electronic copy of the grant application visit the APPA website at [www.APPAnet.org](http://www.APPAnet.org), DEED Funding Opportunities.***

# **DEED GRANT APPLICATION**

*Demonstration of Energy-Efficient Developments (DEED) Program  
AMERICAN PUBLIC POWER ASSOCIATION*

**TITLE OF PROJECT:** \_\_\_\_\_

**SPONSOR INFORMATION:**

Utility Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: 202-467-2960 \_\_\_\_\_

Fax: 202-467-2992 \_\_\_\_\_

**Project manager/s** (primary project manager must be from sponsoring utility):

Name and title: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Name and title: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

**SUBCONTRACTOR/OTHER PARTICIPANTS INFORMATION (IF APPLICABLE):**

Name and title: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

**PROJECT TERM**

Proposed start date: (m/yr): \_\_\_\_\_

Proposed completion date: (m/yr): \_\_\_\_\_

**FUNDING AND BUDGET INFORMATION:**

Amount of DEED funds requested (amounts over \$75,000 require approval by APPA Board of Directors):

\$ \_\_\_\_\_

Funding from sources other than DEED (list each amount including contributions from sponsoring utility, if applicable. Indicate if funds are unconfirmed. Also indicate whether the contribution is in-kind or monetary.)

*Source/Type of funding:*

*Amount:*

\_\_\_\_\_

\$ \_\_\_\_\_

\_\_\_\_\_

\$ \_\_\_\_\_

\_\_\_\_\_

\$ \_\_\_\_\_

\_\_\_\_\_

\$ \_\_\_\_\_

Total project budget (total project budget should match itemized total budget requested later in application):

\$ \_\_\_\_\_

**APPLICATION QUESTIONS**

*Please respond to the following questions as completely as possible. The length of the application should be no longer than seven pages including the cover sheet, single-spaced, one-inch margins. Attach additional pages for subcontractor qualifications and other information pertinent to the proposed project.*

- 1.) Description of the proposed project:
- 2.) Statement of the problem the project is attempting to solve:
- 3.) Project objectives:
- 4.) Methodology to be used to conduct the project:
- 5.) Description of equipment/hardware/system to be used to complete the project (Please be as specific as possible. Items listed here that are to be purchased should show up on the budget information requested later in the application.):
- 6.) Anticipated benefit, including deliverable(s) to DEED (videotape, software, manual, etc. if applicable) in addition to required final report and four-page summary abstract:
- 7.) Anticipated relevance and transferability of project results to other public power systems (Please consider the availability of staff resources of publicly owned utilities, many of which serve less than 2,000 meters, and whether these utilities would benefit from the results of the project.):
- 8.) Subcontractor(s) address(es) and telephone number(s), if applicable (Attach qualifications to this application.):
- 9.) Other participant(s) contact name(s), company/utility name(s), address(es) and phone number(s), if applicable:
- 10.) Itemized Total Budget (Please be sure to itemize all equipment and estimated costs as well as labor costs broken down by hours necessary to complete the project. Budget information should be as detailed as possible. Please indicate which expenses will be covered by other participants in the project, such as in-kind labor expenses contributed by the sponsoring utility or equipment provided by a contractor. Budget may be broken down by year if necessary. You may attach the budget information to the application.):
- 11.) Itemized tasks to be completed and time schedule:
- 12.) Have you conducted a literature or product search to determine if information resulting from a similar project already exists? If so, describe any similar projects. Please explain how this proposed project would be different from the ones identified in the search.
- 13.) What contingencies have been planned for any shortfalls in funding and what impact would those shortfalls have on the scope of the project?

**Signature of utility authority\*:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
*\* please note, if this grant application is approved all contractual information will be sent to your attention. If you would prefer that this information be sent to the project manager, please check here*   
**Printed/typed name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_