

## **Finance: Sustainability Funding Award Application Template**

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**About:** This template is intended to help local housing authorities and community partners create compelling applications for sustainability funding. It mirrors the required structure of programs such as the DHCD Sustainability Awards or utility/clean energy incentive grants. It can be used for CCRH or other community-serving infrastructure projects that include sustainability or resilience upgrades.

**Usage Description:** This template can be followed to create a Sustainability Funding Aware Application to guide the finance stage of a CCRH (Clean Energy Community Resilience Hub) project.



# Sustainability Funding Award Application Template

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## Objective:

This template is intended to help local housing authorities and community partners create compelling applications for sustainability funding. It mirrors the required structure of programs such as the DHCD Sustainability Awards or utility/clean energy incentive grants. It can be used for CCRH or other community-serving infrastructure projects that include sustainability or resilience upgrades.

## Instructions

1. Complete each section based on your proposed project scope, recent audit history, and funding goals.
2. Ensure all cost estimates are supported by third-party documentation or internal assessments.
3. Refer to the Sustainability Award Category List for guidance on what projects qualify.
4. Customize this document and submit it with required forms to the appropriate awarding body.

## Application Details

- Housing Authority Name: \_\_\_\_\_
- Date of Application: \_\_\_\_\_
- Submitted by (Name & Title): \_\_\_\_\_
- Executive Director's Name: \_\_\_\_\_
- Executive Director's Email: \_\_\_\_\_
- Development Name & # (ex: Riverside Apartments, 200-01): \_\_\_\_\_
- Number of Units: \_\_\_\_\_ Number of Buildings: \_\_\_\_\_ Units/Buildings Impacted: \_\_\_\_\_
- RCAT Project Manager (if applicable): \_\_\_\_\_
- DHCD Project Manager: \_\_\_\_\_
- Primary Electric Provider: \_\_\_\_\_
- Primary Gas Provider (or indicate None): \_\_\_\_\_
- Primary Source of Heat (ex: Gas, Electric, Oil): \_\_\_\_\_

## LEAN Energy Audit History

- Electric LEAN Administrator: \_\_\_\_\_
- Gas LEAN Administrator (if different): \_\_\_\_\_



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- Contractor who installed LEAN components (if any): \_\_\_\_\_
- Date of most recent electric audit: \_\_\_\_\_
- Date of most recent GAS audit (if applicable): \_\_\_\_\_
- Describe if any components were partially installed or rejected by LEAN and why:

## Project Overview

Sustainability Award Category (check one): Water  Building Envelope  HVAC  Lighting   
Refrigerators  Indoor Air Quality  Exterior

Describe the urgency of the project and why sustainability funds are being requested at this time:

## Project Scope

Standalone Project  Component of a Larger Project (check one)

If Standalone:

- Project Details (ex: 3 boilers in 2 buildings): \_\_\_\_\_
- Estimated Construction Cost: \$\_\_\_\_\_
- Estimated Soft Costs (% and \$): \_\_\_\_\_
- Total Development Cost (TDC): \$\_\_\_\_\_
- FISH Number (if assigned): \_\_\_\_\_
- Project Name & CPS Number: \_\_\_\_\_

If Part of a Larger Project:

- Description of Larger Project: \_\_\_\_\_
- Estimated Construction Cost (Larger Project): \$\_\_\_\_\_
- Estimated Soft Costs (non-Sustainability portion): \$\_\_\_\_\_
- Description of Sustainability Scope (ex: PV, high-efficiency HVAC, EV charging):
- Construction Cost of Sustainability Component: \$\_\_\_\_\_
- Soft Costs of Sustainability Component (if separate): \_\_\_\_\_
- TDC of Sustainability Component: \$\_\_\_\_\_



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- TDC of Full Project: \$ \_\_\_\_\_
- FISH Number (if assigned): \_\_\_\_\_
- Project Name & CPS Number: \_\_\_\_\_

## **Additional Details**

Indicate whether Force Account Labor will be used: Yes  No

Fiscal Year of Request (ex: FY25): \_\_\_\_\_

Expected Construction Season (ex: Spring 2025): \_\_\_\_\_