

Attachment M 151410

OMB Approval No. 80-R0190

<b>FEDERAL ASSISTANCE</b>		<b>2. APPLICANT'S APPLICATION</b>	<b>3. NUMBER</b> a. DATE 19 81 4 10	<b>4. STATE APPLICATION IDENTIFIER</b>	<b>5. NUMBER</b> a. DATE Year month day ASSIGNED 19
<b>1. TYPE OF ACTION</b> <input type="checkbox"/> PREAPPLICATION <input checked="" type="checkbox"/> APPLICATION <small>(Mark appropriate box)</small> <input type="checkbox"/> NOTIFICATION OF INTENT (Opt.) <input type="checkbox"/> REPORT OF FEDERAL ACTION		Leave Blank			
<b>6. LEGAL APPLICANT/RECIPIENT</b> a. Applicant Name : City of Portland b. Organization Unit : Energy Office c. Street/P.O. Box : Room 405, 1220 S.W. 5th Ave. d. City : Portland e. County : Multnomah f. State : Oregon g. ZIP Code : 97204 h. Contact Person (Name & telephone no.) : Steve Chadima			<b>7. FEDERAL EMPLOYER IDENTIFICATION NO.</b> 936002236		
<b>7. TITLE AND DESCRIPTION OF APPLICANT'S PROJECT</b> City of Portland, Oregon Energy Auditing Standardization Project			<b>8. TYPE OF APPLICANT/RECIPIENT</b> A-State B-Local C-School District D-County E-City F-School District G-Special Purpose District H-Community Action Agency I-Higher Educational Institution J-Indian Tribe K-Other (Specify): Enter appropriate letter <input type="checkbox"/> E		
<b>10. AREA OF PROJECT IMPACT</b> (Name of cities, counties, States, etc.) Portland, Oregon, Multnomah Co.			<b>11. ESTIMATED NUMBER OF PERSONS BENEFITING</b> 700 hshlds		
<b>13. PROPOSED FUNDING</b> a. FEDERAL \$ 20,000 .00 b. APPLICANT .00 c. STATE .00 d. LOCAL .00 e. OTHER .00 f. TOTAL \$ 20,000 .00		<b>14. CONGRESSIONAL DISTRICTS OF:</b> a. APPLICANT City wide b. PROJECT City wide <b>16. PROJECT START DATE</b> Year month day 19 81 4 15 <b>17. PROJECT DURATION</b> 5 Months <b>18. ESTIMATED DATE TO BE SUBMITTED TO FEDERAL AGENCY</b> 19 81 4 10		<b>9. TYPE OF ASSISTANCE</b> A-Base Grant B-Loan C-Loan D-Loan E-Other Enter appropriate letter(s) <input type="checkbox"/> A <b>12. TYPE OF APPLICATION</b> A-Initial B-Continuation C-Expansion D-Other Enter appropriate letter <input type="checkbox"/> A <b>15. TYPE OF CHANGE</b> (For the or the) A-Increase Dollars B-Increase Cycles C-Increase Duration D-Decrease Duration E-Continuation F-Other (Specify): Enter appropriate letter(s) <input type="checkbox"/>	
<b>20. FEDERAL AGENCY TO RECEIVE REQUEST</b> (Name, City, State, ZIP code) U.S. D.O.E., Region X, Seattle, WA 98174			<b>21. REMARKS ADDED</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
<b>22. THE APPLICANT CERTIFIES THAT:</b> a. To the best of my knowledge and belief, data in this preapplication/application are true and correct, the document has been duly authorized by the governing body of the applicant and the applicant will comply with the attached assurances if the assistance is approved. b. If required by OMB Circular A-95 this application was submitted pursuant to its construction standards, its appropriate clearances and all responses are attached. <small>Response attached</small>		(a) State of Oregon <input type="checkbox"/> <input checked="" type="checkbox"/> (b) Metropolitan Service District <input type="checkbox"/> <input checked="" type="checkbox"/> (c) <input type="checkbox"/> <input type="checkbox"/>			
<b>23. CERTIFYING REPRESENTATIVE</b> a. TYPED NAME AND TITLE Francis J. Ivancie Mayor, City of Portland		<b>b. SIGNATURE</b>		<b>c. DATE SIGNED</b> Year month day 19	
<b>24. AGENCY NAME</b>			<b>25. APPLICATION RECEIVED</b> Year month day 19		
<b>26. ORGANIZATIONAL UNIT</b>		<b>27. ADMINISTRATIVE OFFICE</b>		<b>28. FEDERAL APPLICATION IDENTIFICATION</b>	
<b>29. ADDRESS</b>			<b>28. FEDERAL GRANT IDENTIFICATION</b>		
<b>31. ACTION TAKEN</b> <input type="checkbox"/> a. AWARDED <input type="checkbox"/> b. REJECTED <input type="checkbox"/> c. RETURNED FOR AMENDMENT <input type="checkbox"/> d. DEFERRED <input type="checkbox"/> e. WITHDRAWN		<b>32. FUNDING</b> a. FEDERAL \$ .00 b. APPLICANT .00 c. STATE .00 d. LOCAL .00 e. OTHER .00 f. TOTAL \$ .00		<b>33. ACTION DATE</b> Year month day 19	
<b>36. FEDERAL AGENCY A-96 ACTION</b> a. In taking above action, any comments received from clearances were considered. If agency response is due under provisions of Part 1, OMB Circular A-96, it has been or is being made.			<b>35. CONTACT FOR ADDITIONAL INFORMATION</b> (Name and telephone number) <b>36. ENDING DATE</b> Year month day 19 <b>27. REMARKS ADDED</b> <input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>36. FEDERAL AGENCY A-96 OFFICIAL</b> (Name and telephone no.)					

Prescribed by OMB Circular A-102

Exhibit M-3. Application for Federal Assistance-  
 (Nonconstruction Programs)  
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**SECTION IV—REMARKS** (Please reference the proper item number from Sections I, II or III, if applicable)

Program Narrative, Budget Narrative, and Program Milestones Attached.

PART II

PROJECT APPROVAL INFORMATION

Item 1.  
 Does this assistance request require State, local, regional, or other priority rating? \_\_\_\_\_ Yes  No  
 Name of Governing Body \_\_\_\_\_  
 Priority Rating \_\_\_\_\_

Item 2.  
 Does this assistance request require State, or local advisory, educational or health clearances? \_\_\_\_\_ Yes  No  
 Name of Agency or Board \_\_\_\_\_  
 (Attach Documentation)

Item 3.  
 Does this assistance request require clearinghouse review in accordance with OMB Circular A-95? \_\_\_\_\_ Yes  No  
 (Attach Comments)

Item 4.  
 Does this assistance request require State, local, regional or other planning approval? \_\_\_\_\_ Yes  No  
 Name of Approving Agency \_\_\_\_\_  
 Date \_\_\_\_\_  
 Note: Audit methodology approved by City Energy Commission as per city ordinance.

Item 5.  
 Is the proposed project covered by an approved comprehensive plan? \_\_\_\_\_ Yes  No  
 Check one: State   
 Local   
 Regional   
 Location of Plan \_\_\_\_\_ City of Portland, Oregon

Item 6.  
 Will the assistance requested serve a Federal installation? \_\_\_\_\_ Yes  No  
 Name of Federal Installation \_\_\_\_\_  
 Federal Population benefiting from Project \_\_\_\_\_

Item 7.  
 Will the assistance requested be on Federal land or installation? \_\_\_\_\_ Yes  No  
 Name of Federal Installation \_\_\_\_\_  
 Location of Federal Land \_\_\_\_\_  
 Percent of Project \_\_\_\_\_

Item 8.  
 Will the assistance requested have an impact or effect on the environment? \_\_\_\_\_ Yes  No  
 See instructions for additional information to be provided.

Item 9.  
 Will the assistance requested cause the displacement of individuals, families, businesses, or farms? \_\_\_\_\_ Yes  No  
 Number of:  
 Individuals \_\_\_\_\_  
 Families \_\_\_\_\_  
 Businesses \_\_\_\_\_  
 Farms \_\_\_\_\_

Item 10.  
 Is there other related assistance on this project previous, pending, or anticipated? \_\_\_\_\_ Yes  No  
 See instructions for additional information to be provided.

Item 11.  
 Is the project in a designated flood hazard area? \_\_\_\_\_ Yes  No  
 See instructions for additional information to be provided.

PART III - BUDGET INFORMATION						
SECTION A - BUDGET SUMMARY						
* Grant Program, Function or Activity (a)	Federal Catalog No. (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1.		\$	\$	\$	\$	\$
2.						
3.						
4.						
5. TOTALS		\$	\$	\$	\$	\$
SECTION B - BUDGET CATEGORIES						
6. Object Class Categories	- Grant Program, Function or Activity				Total (5)	
	(1)	(2)	(3)	(4)		
a. Personnel	\$ 12,600	\$	\$	\$	\$	
b. Fringe Benefits						
c. Travel						
d. Equipment	6,000					
e. Supplies	1,400					
f. Contractual						
g. Construction						
h. Other						
i. Total Direct Charges						
j. Indirect Charges						
k. TOTALS	\$ 20,000	\$	\$	\$	\$	
7. Program Income	\$ 20,000	\$	\$	\$	\$	

Exhibit M-3. Application for Federal Assistance (Nonconstruction Programs)  
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## PART V

## ASSURANCES

The Applicant hereby assures and certifies that he will comply with the regulations, policies, guidelines and requirements, including OMB Circulars No. A-95, A-102 and FMC 74-4, as they relate to the application, acceptance and use of Federal funds for this federally-assisted project. Also the Applicant assures and certifies to the grant that:

1. It possesses legal authority to apply for the grant; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
2. It will comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and in accordance with Title VI of that Act, no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance and will immediately take any measures necessary to effectuate this agreement.
3. It will comply with Title VI of the Civil Rights Act of 1964 (42 USC 2000d) prohibiting employment discrimination where (1) the primary purpose of a grant is to provide employment or (2) discriminatory employment practices will result in unequal treatment of persons who are or should be benefiting from the grant-aided activity.
4. It will comply with requirements of the provisions of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced as a result of Federal and federally assisted programs.
5. It will comply with the provisions of the Hatch Act which limit the political activity of employees.
6. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act, as they apply to hospital and educational institution employees of State and local governments.
7. It will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
8. It will give the sponsoring agency or the Comptroller General through any authorized representative the access to and the right to examine all records, books, papers, or documents related to the grant.
9. It will comply with all requirements imposed by the Federal sponsoring agency concerning special requirements of law, program requirements, and other administrative requirements.
10. It will insure that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the project are not listed on the Environmental Protection Agency's (EPA) list of Violating Facilities and that it will notify the Federal grantor agency of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA.
11. It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975, approved December 31, 1976. Section 102(a) requires, on and after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Secretary of the Department of Housing and Urban Development as an area having special flood hazards.

Exhibit M-3. Application for Federal Assistance (Nonconstruction Programs)

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## PART V (Continued)

The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.

12. It will assist the Federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966 as amended (16 U.S.C. 470), Executive Order 11593, and the Archeological and Historic Preservation Act of 1966 (16 U.S.C. 469a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.

Mayor, City of Portland, Oregon

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Exhibit M-3. Application for Federal Assistance (New Construction Programs)

PROGRAM NARRATIVE

## BACKGROUND

The City of Portland has adopted an energy conservation policy which has as its cornerstone an energy audit of every structure in the City. The goal of the policy is to retrofit existing structures with those weatherization measures which the audit determines to be cost-effective. During the period of voluntary weatherization (1979-1984), this goal is to be accomplished through education and incentives. The major educational component of the effort is the audit itself.

During its deliberations on audit methodology, the City's Energy Commission established a standard by which all audit methodologies would be judged. Since the time of the Energy Commission's decision, each of the utilities serving Portland has purchased use of a standardized system. These audits, as required of utilities by state law, are provided to all residential space heating customers of these utilities (up to four-plexes) free of charge.

A major gap in the current audit system exists for homeowners who heat their dwellings with oil. Within the city limits of Portland, over 60 percent of our single-family homes are heated by oil and are served by over 100 dealers. At present, an oil customer may request an energy audit by contacting his fuel supplier or the City's Energy Saving Center. Except in the case of two of the largest fuel dealers who employ their own auditors, all oil audit requests are then reviewed by the Oil Heat Institute, a trade organization. The OHI employs one full-time auditor of its own and contracts for audits with several local weatherization contractors for those energy audits OHI agrees to perform. (A non-standard methodology developed by OHI is used for these audits.)

Due to the substantial increase in the number of audit requests from member oil dealers, OHI has been unwilling to provide audits for homes whose oil is supplied by dealers who are not members of the association. In the past two months, OHI has rejected over 200 such audit applications. An additional 500 homes are awaiting processing by OHI, and cannot be served in a timely manner.

We have learned from our own experience, as well as that of the local utilities and other programs across the country, that one of the most effective components of a successful program is quick feedback from the audit. Homeowners are more likely to take weatherization actions if the audit results are provided to them while their interest is high. At the moment, our audit "turnaround" time is far too long and rapidly increasing. The time between the request and the actual audit has increased from weeks to months, placing our entire program in jeopardy.

## THE PROPOSAL

In order to improve the auditing of oil heated homes and to eliminate the backlog of audit requests, we propose to do the following:

1. Purchase two Residential Energy Audit Computer (REAC) terminals and related supplies. The terminals would be housed in the Portland Energy Conservation, Inc. (PECI) One-Stop Conservation Center for easiest access by auditors.\* The REAC system has been approved, according to City ordinances, by the City Energy Commission as an acceptable system under the plan for energy audit standardization.
2. Employ RCS certified and trained energy auditors, through the Weatherization Contractors and Manufacturers Association, to collect data from 700 Portland households which have requested audits. These households cannot be served by area utilities, by the Oil Heat Institute, or by any other available programs.
3. Employ a program manager and operators to input audit data into REAC terminals for rapid audit turnaround response.

It is our intention to provide audit results to households which are unable to receive these services through other means, and to provide the information in a timely and efficient manner so that weatherization can be completed for these households by Fall 1981. Weatherization projects will be coordinated by PECI under already established City programs, as follow-through to the energy audit project we propose.

\* Lease terms for REAC terminals would require a minimum two-year contract for monthly rental fee of \$222 per month per unit, for a total cost of \$10,656.



PROGRAM MILESTONES

- MONTH 1: REAC equipment and supplies purchased.  
Auditor contracts operative.
- MONTH 2: 200 energy audits completed.
- MONTH 3: Additional 250 energy audits completed.
- MONTH 4: Additional 250 energy audits completed.
- MONTH 5: Evaluative report prepared and forwarded to DOE, Region X.

BUDGET NARRATIVE1. EQUIPMENT

Residential Energy Audit Computer (REAC) Terminals

As required by City ordinance, REAC terminals have been approved by the Portland Energy Commission as acceptable energy auditing systems.

Two terminals @ \$3,000 each \$ 6,000

2. SUPPLIES

Computer paper and related supplies for REAC audits.

700 audits @ \$2 supplies charge per audit 1,400

3. PERSONNEL

A. Auditors

700 audits @ \$9 personnel charge per audit \$6,300

B. Keypunch Operators

Two operators to input auditor data

3 months @ \$820 per month per operator 4,920

C. Project Manager (part-time)

3 months @ \$460 per month 1,380

12,600

TOTAL PROJECT COST:

\$20,000

Note: Overhead costs and fringe benefit costs for personnel will be met by the City of Portland.

**ORDINANCE No. 151410**

An Ordinance authorizing the filing of an application to the U.S. Department of Energy for \$20,000 in community services funds for energy audits of oil heated homes in Portland, and declaring an emergency.

The City of Portland ordains:

Section 1. The Council finds:

1. That the demand for energy audits among homeowners who heat with oil has outstripped the ability of the City's oil dealers and their trade association, the Oil Heat Institute, to handle the load in a timely manner.
2. That many homeowners who heat with oil but who have no regular oil dealer are presently unable to obtain a free energy audit.
3. That the U.S. Department of Energy has indicated a willingness to help alleviate this backlog of audit requests by providing funds for the purchase of computerized auditing equipment and the services of independent auditors for a period of three months or until the backlog is eliminated.
4. That the Energy Commission has recommended that these temporary services be provided through Portland Energy Conservation, Inc., the non-profit corporation established by the City to provide conservation services to citizens, without involving the use of City General Funds.
5. That 700 Portland households will benefit from this grant by being provided a free audit of their homes to determine which are the most cost-effective energy conservation measures they can take.

NOW, THEREFORE, the Council directs:

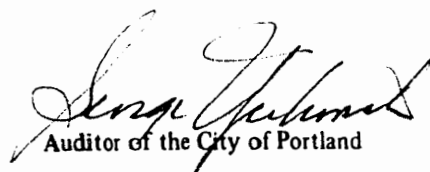
- a. That the Mayor, on behalf of the City of Portland, file the grant application attached to this Ordinance as Exhibit A with the U.S. Department of Energy.

Section 2. The Council declares that an emergency exists because delay in the approval of this application will result in the loss of opportunity to assist in the energy retrofit of 700 Portland homes; therefore, this Ordinance shall be in force and effect from and after its passage by the Council.

Passed by the Council, **APR 15 1981**

Commissioner Lindberg  
April 10, 1981  
S.Chadima:sf  
BUC 70300010

Attest:

  
Auditor of the City of Portland

Calendar No. 1183

ORDINANCE No. 151410

Title

An Ordinance authorizing the filing of an application to the U.S. Department of Energy for \$20,000 in community services funds for energy audits of oil heated homes in Portland, and declaring an emergency.

THE COMMISSIONERS VOTED AS FOLLOWS:		
	Yeas	Nays
Jordan		
Lindberg	/	
Schwab	/	
Strachan	/	
Ivancie		

FOUR-FIFTHS CALENDAR	
Jordan	
Lindberg	
Schwab	
Strachan	
Ivancie	

Filed APR 20 1981

GEORGE YERKOVICH  
Auditor of the CITY OF PORTLAND

By Jordan Powell  
Deputy

INTRODUCED BY	
Commissioner Lindberg	
NOTED BY THE COMMISSIONER	
Affairs	
Finance and Administration	
Safety	
Utilities	
Works <u>706/MD</u>	
BUREAU APPROVAL	
Bureau: Energy Office	
Prepared By: <u>[Signature]</u>	Date:
Steven Chadima	April 10, 1981
Budget Impact Review:	
<input checked="" type="checkbox"/> Completed <input type="checkbox"/> Not required	
Bureau Head: <u>[Signature]</u>	
CALENDAR	
Consent	Regular <input checked="" type="checkbox"/>
NOTED BY	
City Attorney	
City Auditor	
City Engineer	