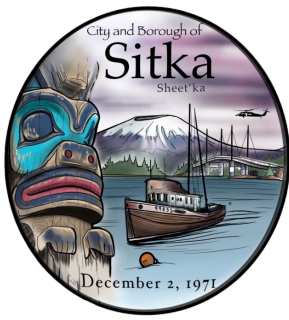


POSSIBLE MOTION

I MOVE TO approve Resolution 2023-18 on first and final reading authorizing the Municipal Administrator to apply for the National Renewable Energy Laboratories (NREL) Energy Transitions Initiative Partnership Project .



CITY AND BOROUGH OF SITKA

A COAST GUARD CITY

MEMORANDUM

To: Mayor Eisenbeisz and Assembly Members
Thru: John Leach, Municipal Administrator
From: Amy Ainslie, Planning and Community Development Director
Bri Gabel, Sustainability Coordinator
Date: April 13, 2023
Subject: National Renewable Energy Laboratory (NREL) Energy Transitions Initiative Partnership Project (ETIPP) Application

Background

In 2021, the CBS Electric Department applied for and received technical assistance through the ETIPP program. This 18-month long collaboration concluded in December 2022 with a detailed report outlining the viability of various forms of renewable energy options Sitka has. The final report has not been finalized. However, many of these options will take years to implement. As electrification continues to increase as well as development in the community, Sitka is quickly approaching its firm capacity for renewable energy.

On March 28, 2023, the Assembly approved the Sustainability Commission's 2023-2024 work plan which listed the development of a community renewable energy strategy as their top priority. The Sustainability Commission has recommended the pursuit of a second-round of technical assistance to support the development of a community renewable strategy as it is well positioned to build on the initial ETIPP findings. A community renewable energy strategy will establish a shared vision of Sitka's energy future. Components of the strategy could include but are not limited to refreshing the existing baseline assessment of community emissions; forecasting energy demands and identifying priority actions; recommending feasible renewable energy options for the city to pursue, and municipal policies for consideration to increase efficient use of the current generation capacity.

Whereas the previous ETIPP work was conducted by the CBS Electric Department, this project will be managed by the Sustainability Coordinator in the Planning and Community Development Department.

Analysis

This work is critical to increase the time available for the Electrical Department to amplify their renewable energy generation capacity to meet the growing demand. By building a strategy that guides efficient energy usage aimed to slow, if not negate the need of diesel generators in the future, this would also minimize the associated surge in cost for ratepayers and pollutants of diesel-generated energy.

By issuing a statement of support, the Assembly demonstrates a commitment to this effort to secure Sitka's renewable energy future.

Fiscal Note

If CBS is selected, the Department of Energy laboratories will work with CBS to develop a community renewable energy strategy at no cost. The only investment required is staff labor, primarily the Sustainability Coordinator, for collaboration.

Recommendation

Approve the resolution supporting pursuit of technical assistance via the ETIPP.

Encl: ETIPP Application

CITY AND BOROUGH OF SITKA

RESOLUTION NO. 2023-18

**A RESOLUTION OF THE CITY AND BOROUGH OF SITKA (CBS) AUTHORIZING
THE MUNICIPAL ADMINISTRATOR TO APPLY FOR THE NATIONAL RENEWABLE
ENERGY LABORATORIES (NREL) ENERGY TRANSITIONS INITIATIVE
PARTNERSHIP PROJECT (ETIPP)**

WHEREAS, the duly elected representatives of the City and Borough of Sitka (Sitka Assembly) are concerned for the well-being of future generations; and,

WHEREAS, renewable energy and climate change are issues for which the CBS has repeatedly demonstrated its concern; and

WHEREAS, the Assembly desires to show the NREL that the CBS has a firm commitment to its stakeholders and further its track record of implementing energy efficiency and renewable energy projects; and

WHEREAS, the CBS has created the Sustainability Commission and hired a Sustainability Coordinator to further demonstrate its dedication to Sitka’s sustainable future; and

WHEREAS, on March 28, 2023, the Assembly approved the Sustainability Commission’s 2023-2024 work plan which listed the development of a community renewable energy strategy as their top priority; and

WHEREAS, the CBS seeks to build upon the information collected from the successful 2021 ETIPP work and utilize it to the fullest extent by supporting the development of a community renewable energy strategy; and

WHEREAS, a community renewable energy strategy will establish a shared vision of Sitka’s energy future with components that may include but are not limited to refreshing the existing baseline assessment of community emissions, forecasting energy demands and identifying priority actions, recommending feasible renewable energy options for the city to pursue, and municipal policies for consideration to increase efficient use of the current generation capacity; and

WHEREAS, the CBS desires to continue its success by finding new partners to collaborate with; and

WHEREAS, the NREL program is in alignment with the goals and ambitions of the CBS, with a focus on energy resiliency, renewable energy development, efficiency planning, community training, grid analysis, short and long-term planning, program financing, carbon reduction, permitting, new technologies, disaster preparedness, and resource analysis.

NOW, THEREFORE, BE IT RESOLVED that the Assembly of the City and Borough of Sitka hereby supports the project and authorizes the CBS Municipal Administrator to apply for the National Renewable Energy Laboratories Energy Transitions Initiative Partnership Project.

42 **PASSED, APPROVED, AND ADOPTED** by the Assembly of the City and Borough of Sitka, Alaska
43 on this 25th day of April, 2023.

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Steven Eisenbeisz, Mayor

48 ATTEST:

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51 Sara Peterson, MMC
52 Municipal Clerk

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54 1st and final reading: 4/25/2023

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56 Sponsor: Administrator

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ETIPP Community Technical Assistance Application

This is the PDF application for remote and island communities to participate in the Energy Transitions Initiative Partnership Project (ETIPP). **Applications are due by Friday, May 19, 2023, at 11:59 p.m. MT.**

Questions?

Contact an **ETIPP regional partner** or email ETIPP@nrel.gov.

Data and Privacy Notice: The data collected will be used to select communities for ETIPP technical assistance. Data collected will be retained indefinitely by the National Renewable Energy Laboratory (NREL), the U.S. Department of Energy, and its other national labs. For more information, see NREL's security and privacy notices at www.nrel.gov/security.html

Before You Apply

You are required to speak with an ETIPP regional partner before submitting your application. You are encouraged to complete the following preliminary steps before you fill out your application:

1. Review the application guidelines on the ETIPP application page.
(<https://www.nrel.gov/state-local-tribal/etipp-technical-assistance.html>)
2. Prepare your answers to the application questions in a separate document, so you can copy and paste them into the application and don't risk losing your work.

How To Submit Your Application

Step 1: Select **File > Save As** to rename your application using your community or organization name and save it to your computer. Save your work periodically as you complete the application. Complete all sections of the application.

Step 2: Arrange for at least two stakeholder support organizations to submit the Stakeholder Support Form online (<https://forms.office.com/g/cf9rQCVy5H>), or via email to ETIPP@nrel.gov, or via mail using the mailing address below.

Step 3: Submit your application using either email or mail by following the instructions below. **Note:** Only one application per applicant will be accepted.

If you are submitting your application using email:

- Include the name of your community/organization and the project title in the email subject line (example: Nags Head, NC - ETIPP Renewable Energy Analysis project).
- Send your email to ETIPP@nrel.gov. **Note:** Only one email per applicant will be accepted.

If you are submitting your application using mail, address your envelope to:

National Renewable Energy Laboratory
Attn: Tessa Greco
15013 Denver West Parkway
Golden, CO 80401

Note: Only one envelope per applicant will be accepted.

ETIPP Community Technical Assistance Application

* An asterisk indicates a required field.

Applicant Information

1. Name (Applicant Organization's Point of Contact) *

2. Email *

3. Title *

4. Organization *

5. Community that this proposed ETIPP project will support (city and state, tribal jurisdiction, neighborhood, region, coalition, task force, etc.) *

Applicant Need

In this section, please demonstrate your community's need for technical assistance to increase energy resilience through activities like planning and analysis. Energy resilience is defined as **the ability to anticipate, prepare for, and adapt to changing conditions and withstand, respond to, and recover rapidly from energy disruptions.**

6. Please describe why you consider your community to be remote or an island. Keep in mind that:

- Remote communities are isolated or disconnected from population centers, and as a result have limited access to centralized energy systems.
- Island communities are isolated from the mainland by waterways.

(250 words) *

7. Please describe the energy resilience challenges your community faces.
(250 words) *

8. Please describe the barriers to addressing your community's energy resilience challenges
(e.g., staff capacity, funding or financing, public policy, stakeholder support). (250 words) *

Proposed Project

In this section, please discuss how ETIPP can support increased energy resilience in your community. Energy resilience is defined as **the ability to anticipate, prepare for, and adapt to changing conditions and withstand, respond to, and recover rapidly from energy disruptions.**

9. Please describe the activities you envision ETIPP supporting during your technical assistance project. You may wish to provide some of the possible technical assistance activities you discussed with an ETIPP regional partner. (250 words) *

10. How will you use results from the activities described above to increase your community's energy resilience? (250 words) *

11. Who in your community will benefit from your proposed ETIPP project? How will they benefit? Who, if anyone, will be negatively impacted by the project? (250 words) *

Applicant Commitment

12. Does the applicant agree to participate in the following activities? *

- Participate in virtual meetings (30-90 minutes each) with ETIPP staff every 2-4 weeks during project scoping (Summer and Fall 2023) and throughout the remainder of the project (12-18 months after scope is finalized).
- Provide information requested by ETIPP staff in a timely manner.
- Submit feedback about your experience in ETIPP every 6 months during project execution and 6-12 months after project concludes.
- Be available for media inquiries and work with a regional organization by providing photos, diagrams, video footage, quotes, or interviews, as appropriate and relevant to the ETIPP project.
- Be available to other local communities to share your experience and lessons learned via webcast or conference call.

Yes

No

13. Please list the names, titles, and organizations for team members (including yourself) who will serve as key points of contact for your proposed ETIPP project and can commit to engaging in the activities listed in question 12. At minimum, there should be a primary and secondary point of contact identified. *

14. **Please list at least two stakeholders** outside of your organization who will submit Stakeholder Support Forms on behalf of your ETIPP application. These external stakeholders should play an important role in decision-making for your proposed project. Stakeholders could include community organizations, governmental leadership, local utilities, and many more. Please work with an ETIPP regional partner to identify stakeholders to support your ETIPP project.

Send the Stakeholder Support Form link (<https://forms.office.com/g/cf9rQCVy5H>) to the stakeholders who support your proposed ETIPP project. They may also download the form on the ETIPP application page (<https://www.nrel.gov/state-local-tribal/etipp-technical-assistance.html>).

Ask your stakeholders to submit this form by Friday, May 19, 2023, at 11:59 p.m. MT. Applications without corresponding stakeholder support submissions will not be considered. *

Review and Submit Your Application

You have completed the application. Before you submit your application, confirm the following:

1. You have reviewed your application answers for accuracy. After you submit your application, you will not be able to change your answers. Only one application per applicant will be accepted.
2. You have reviewed the application submission instructions provided in the How to Submit Your Application section of this document.

Questions?

Contact an [ETIPP regional partner](#) or email ETIPP@nrel.gov.
