



2015 ENERGY STAR® Award Application Excellence – Affordable Housing

Eligibility: This award is open to state and local governments, non-profit organizations, associations, and utilities that applied public funding (e.g., federal/state grants, LIHTC funds, ratepayer funds) towards the construction of ENERGY STAR certified single-family or low-rise multifamily homes for the low-income housing sector during 2014, **OR** that developed and administered publicly-funded policies and/or programs that promoted the construction of ENERGY STAR certified homes (single-family or low- -rise multifamily) during 2014.

Note that for-profit organizations are not eligible for this award category. For-profit builders of ENERGY STAR certified single-family and low-rise multifamily homes should instead apply for the Partner of the Year – New Home Builder Award. For-profit and non-profit developers of ENERGY STAR certified multifamily high rise buildings should apply for the Partner of the Year – Multifamily High Rise Developer Award.

Utilities, state agencies, regional energy efficiency nonprofit organizations, associations, and other organizations that sponsor sustained energy efficiency and environmental programs that either do not include ENERGY STAR certified homes for the low-income sector **OR** where ENERGY STAR certified homes for the low-income sector is but a component of a larger ENERGY STAR-focused sponsorship program should instead apply for the Partner of the Year – Energy Efficiency Program Delivery award.

Description: This award recognizes organizations that have made exceptional or market-leading contributions during 2014 toward advancing energy-efficiency in publicly-funded low-income housing by constructing ENERGY STAR certified homes or promoting the construction of ENERGY STAR certified homes through affordable housing policies and programs.

Narrative: Please complete this application by addressing each of the four bulleted points listed under Required Criteria. There is also an Optional Criteria section. **Your responses to all of the evaluation criteria should not exceed three pages** (not including any supporting materials).

- **Executive Summary (300 words or less)**—Please provide a brief overview of your organization and the highlights of key accomplishments that make you eligible for this award. In the event that you are chosen to receive an award, this text will be the basis used in preparing a summary of your organization's achievements. Include all of the following information: location of company headquarters; brief summary of company (2-3 sentences); and a brief summary of your organization's top three 2014 ENERGY STAR accomplishments. The Executive Summary will **not** count toward the three-page limit.
- **Accomplishments**—Organizations applying for this award should provide a **detailed description of your 2014 accomplishments** demonstrating how you have met the required criteria listed below.



- **Cumulative Accomplishments**—In addition to your 2014 ENERGY STAR certified homes accomplishments, please also highlight your organization’s cumulative accomplishments. Please ensure that you include a timeframe (e.g., saved \$3 million in 2014 and more than \$10 million since 2001) when discussing cumulative accomplishments.

Award Evaluation Criteria

Required Criteria: Activities must be completed or substantially completed during calendar year 2014. Each required item, as defined below, must be addressed explicitly in the application. **Bulleted rather than narrative answers are strongly encouraged.**

- **Demonstrated Success:** Describe your organization’s level of success in constructing ENERGY STAR certified homes (homes independently verified and labeled as ENERGY STAR) and/or its success promoting the construction of ENERGY STAR certified homes via its affordable housing programs and policies in 2014. Please provide qualitative and quantitative information about your achievements in increasing the number of ENERGY STAR certified homes built during 2014, such as the number of certified homes built as a result of your organization’s efforts, or the amount of public funding provided by your organization for the construction of ENERGY STAR certified homes, as well as impacts these efforts have had on low-income occupants (e.g., impacts on energy consumption, utility bills, comfort, and homeowner or tenant complaints, etc.). Other examples of information that can be provided are:
 - The number of ENERGY STAR certified homes built during 2014 as a result of your efforts and how this compares to previous years. If possible, provide a breakdown based on housing type (e.g., single-family vs. low-rise multifamily, homeownership vs. rental). Also provide the total number of homes/units built as a result of your organization’s efforts during 2014.
 - Cost/benefit data (estimated or actual) associated with your ENERGY STAR certified homes. For example, estimated or actual incremental hard and soft costs, utility bill and energy savings, and greenhouse gas savings. A description of your organization’s overall residential energy efficiency milestones and goals that were met or will likely be met in 2014 as a result of your organization’s ENERGY STAR-related efforts.
- **Institutional Change:** Describe how your efforts represent a significant and lasting change to your organization (i.e., changes in purchasing and procurement policies, changes in the training of site supervisors or trades regarding the ENERGY STAR certified homes technical program requirements, capital planning, O&M procedures, or changes to competitive funding criteria to emphasize ENERGY STAR certified homes). Include a description of why your organization made these changes, how it was able to implement these changes including institutional or fiscal challenges or barriers encountered, and how these barriers were overcome.
- **Housing Affordability:** Describe the target market for your housing programs, policies, and projects. Also, briefly describe the public funding sources leveraged to pay for your energy efficiency activities and how those funds were sourced and utilized.
- **Outreach and Education:** Describe how your organization has encouraged others to pursue greater energy efficiency in affordable housing. For example, how has your organization helped others build ENERGY STAR certified homes or modify their housing policies and programs to



encourage construction of these homes? How has your organization educated housing occupants about the features and benefits of their ENERGY STAR certified homes and the importance of energy efficiency? Also, describe your efforts to use the ENERGY STAR name, logo, and free educational materials (i.e., in education/outreach efforts, materials, Web content, and events, including in trade publications, homeowner handbooks, or at industry events). Provide electronic copies of your outreach materials as supporting materials where possible (e.g., Web page URLs, media coverage, homeowner or tenant education materials, etc.).

Optional Criteria: You may provide information for the items below but they are not a required part of the award evaluation criteria.

- **Nomination of a Rater for an Award:** Home builders may nominate a Home Energy Rater that they worked with in 2014 and that they believe is deserving of a Partner of the Year Award. Builders nominating a Rater should provide the Rater's name and contact information as well as a brief description of how the Rater contributed significantly to their success with ENERGY STAR, including a summary list of the Rater's accomplishments. If the home builder receives an ENERGY STAR award then the Rater that was nominated by that builder will also receive an ENERGY STAR award. Builders may nominate as many Home Energy Raters as they choose, and a Rater may be nominated by more than one builder. But a Rater may only receive one ENERGY STAR award.
- **Cost Innovations:** For home builders, describe at least one innovation you've used to lower the cost of certifying ENERGY STAR homes in 2014. Examples include, but are not limited to: using truly site-specific HVAC designs to optimize HVAC equipment costs; using unvented attics to eliminate the need for radiant barriers and some air sealing details; bringing HVAC systems and ducts into conditioned space; or field-fabricating attic insulation hatches out of rigid foam instead of purchasing manufactured insulated hatches.
- **Energy Efficient Retrofits:** If your organization was involved with energy efficient retrofits to existing homes in 2014, provide a brief description of your accomplishments such as the number of existing homes/units where ENERGY STAR certified products and equipment were installed during 2014, the number and type of ENERGY STAR certified products installed, and a description of your organization's policies promoting energy efficiency retrofits using ENERGY STAR certified products.
- **Other Sustainability Initiatives:** Briefly describe your organization's 2014 efforts to support other sustainability initiatives beyond energy efficiency, including EPA's Indoor airPLUS program and WaterSense program.