

Climate Smart Communities Certification Program



Certification Manual

PLEDGE ELEMENT 4: INCREASE COMMUNITY USE OF RENEWABLE ENERGY

Set a goal to maximize the use of renewable energy for government operations. Implement renewable energy projects such as solar, wind, geothermal, or small hydro.

Action #	Action Name	Action Pathway Phase	Possible Points	Priority
Pledge Element 4: Increase community use of renewable energy			62	
Policies, Planning, and Financing			20	
4.1	Adopt a green power purchase policy to ensure increasing local government energy supplies come from renewables	Assess, Plan, Govern	4	
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Please note: The recertification requirements for each action are subject to change in future versions of the CSC Certification Manual.

Policies, Planning, and Financing

4.1 ADOPT A GREEN POWER PURCHASE POLICY TO ENSURE INCREASING LOCAL GOVERNMENT ENERGY SUPPLIES COME FROM RENEWABLES

Action pathway phase: Assess, Plan, Govern

Eligibility timeline: Any time prior to the application date

Total possible points: 4

A. Why is this action important?

Adoption of a policy to encourage or require the use of renewable energy sources for government operations will drive the market for renewable energy. Such a policy establishes the political support for using renewable energy and should allocate funding for the purchase or installation of renewables or for renewable energy credits (RECs). A renewable purchase policy will help local governments achieve their GHG emissions reduction goals and will also demonstrate to the public the government's commitment to reducing GHG emissions associated with use of power.

B. How to implement this action

Local government staff should work with elected officials to build political support for the purchase or installation of renewable energy. You may want to start by proposing a strategy to increase the purchase or use of renewables over time to more gradually phase in more renewable energy and spread costs over time.

The next step in this process is to develop a draft policy or resolution for adoption by the legislative body. This can be developed by local government staff and/or by an elected official. Local governments may seek to gather public input for this policy through engagement with key stakeholders and/or the public at large. Building political support for this policy could happen as part of the development of a climate action plan or similar plan, or it could be a standalone initiative to develop and pass a renewable energy policy.

In drafting the policy, local governments should take into consideration any renewable energy feasibility studies that have been performed to develop a strategy and plan for increasing the use of renewables. If a feasibility study has not been performed, local governments may want to include one as a requirement in the policy.

Once the policy is finalized and passed, communities will likely want to celebrate this accomplishment through a press release or event designed to increase public awareness around renewable energy.

As with any change in local laws and policies, please consult with the local government attorney for guidance on drafting and enacting the new legislation or policy.

C. Time frame, project costs, and resource needs

The time frame for establishing such a policy depends on the political support for renewable energy. The costs and resource needs for developing a policy and passing a resolution or law are considered part of the normal legislative costs. However, some local governments may elect to perform a

renewable energy feasibility study as part of developing the legislation, which will require local government staff time and possibly consultants.

D. Which local governments implement this action? Which departments within the local government are most likely to have responsibility for this?

This action is applicable to any local government and should be adopted by the legislative body.

E. How to obtain points for this action

Adopt a policy, resolution or law to encourage the use of renewable sources that includes targets and goals for the proportion of energy use to come from renewable sources. To receive full credit for this action, local governments should develop a plan for implementing the policy that outlines the approach to increasing the use of renewables in government facilities. This plan could be included in the policy or resolution or could be a standalone document.

	<u>Possible Points</u>
• Adopt a resolution or policy to increase usage of renewable energy	2
• Develop a plan or strategy for increasing the use of renewables	2

F. What to submit

Documentation of the adopted policy, including a plan or strategy for implementing the policy, and if possible, progress toward meeting targets. The policy may have been adopted any time prior to the application date and the local government.

G. Links to additional resources or best practices

- Climate Smart Communities, Renewable Energy for Climate Smart Communities: <http://www.dec.ny.gov/energy/91964.html>
- DEC, Renewable Energy: <http://www.dec.ny.gov/energy/40899.html>
- U.S. EPA, Green Power Procurement, <http://www.epa.gov/statelocalclimate/resources/strategy-guides.html>
- DSIRE Examples of Local Green Purchasing Policies: <http://www.dsireusa.org/incentives/index.cfm?EE=1&RE=1&SPV=0&ST=0§or=Local&implementingsector=L&searchtype=Purchase&sh=1>

H. Recertification requirements

The recertification requirements are the same as the initial certification requirements.

4.2 REQUIRE THAT NEW CONSTRUCTION OF LOCAL GOVERNMENT BUILDINGS IS “PV-READY”

Under Development

Pending finalization of review procedures, documentation of this action cannot be accepted at this time.

4.3 CONDUCT FEASIBILITY STUDIES FOR RENEWABLE ENERGY INSTALLATIONS

Action pathway phase: Assess, Plan, Govern

Eligibility timeline: Within 5 years prior to the application date

Total possible points: 5

A. Why is this action important?

Prior to implementing any renewable energy technologies, local governments must understand which technologies are most feasible or applicable to their local constraints. A feasibility study evaluates the geographical, technological, financial, and regulatory considerations around implementing renewable energy for government operations.

B. How to implement this action

Local governments should determine the types of technologies they would like to include in the scope of the study, such as wind, solar, biomass, or geothermal, and then develop a scope of work for the study. Most local governments must hire an external consultant with expertise in analyzing and implementing renewable energy systems. The consultant should be familiar with state and local regulations, various renewable energy technologies and the cost to implement those technologies. Depending on the scope and budget for the study, many local governments must go through a formal purchasing process and issue a request for proposals.

Some communities may also want to consider working with a local university to analyze renewable energy options as a student project. Many graduate level courses include projects with external “clients” to allow students to work on real problems. These types of reports can be a useful way to gather some initial information on the feasibility of various technologies; however, they are not a substitute for a more comprehensive feasibility study performed by an engineer or renewable energy expert.

C. Time frame, project costs, and resource needs

The time frame to complete a renewable energy feasibility study depends on the scope of the analysis. Local governments can estimate approximately 3 to 6 months to complete the study. The project will require a project manager or liaison from the local government and for most local governments the expertise of an outside consultant. Local governments could also consider working with a local university with relevant expertise to complete an initial analysis.

D. Which local governments implement this action? Which departments within the local government are most likely to have responsibility for this?

This action is applicable to any type of local government. The department with the responsibility for purchasing electricity could have responsibility for this; however, other departments such as the sustainability office, economic development, or facilities may also be involved or lead the effort.

E. How to obtain points for this action

Local governments can earn points for this action by submitting a completed feasibility study, which analyzes the potential for at least one, if not more, renewable energy technologies. The study should take into account geographical and local considerations, policy considerations, financing options, costs, and risks.

	<u>Possible Points</u>
• Conduct a feasibility study for 1 renewable energy technology	3
• Conduct a feasibility study for 2 renewable energy technologies	4
• Conduct a feasibility study for 3 or more renewable energy technologies	5

F. What to submit

Local governments must submit a copy of a feasibility study that was completed within five years of the application date.

G. Links to additional resources or best practices

- Climate Smart Communities, Renewable Energy for Climate Smart Communities: <http://www.dec.ny.gov/energy/91964.html>
- U.S. EPA, On-Site Renewable Energy Generation: A Guide to Developing and Implementing Greenhouse Gas Reduction Programs: <http://www.epa.gov/statelocalclimate/resources/strategy-guides.html>
- U.S. EPA, RE-Powering America's Land: <http://www.epa.gov/oswercpa/>
- Columbia University, CHP in NYC: A Viability Assessment: http://www.stephenhammerphd.com/uploads/1/0/4/1/10415201/chp_study_2007.pdf
- NYSERDA Renewable Energy: <http://www.nysERDA.ny.gov/renewable>

H. Recertification requirements

The recertification requirements are the same as the initial certification requirements.

4.4 PURCHASE RENEWABLE ENERGY CREDITS (RECS)

Action pathway phase: Implement

Eligibility timeline: Currently active

Total possible points: 7

A. Why is this action important?

A renewable energy credit (sometimes referred to as a renewable energy certificate or "green tag") is an environmental commodity that represents the added value, environmental benefits and cost of renewable energy above conventional methods of producing electricity, namely burning coal, oil and natural gas. RECs help wind farms and other renewable energy facilities grow by making them more financially viable, thereby incentivizing development of renewable energy sources. Renewable energy facilities generate renewable energy credits (RECs) when they produce electricity. Purchasing these credits is the widely accepted way to reduce the environmental footprint of electricity consumption and help fund renewable energy development. For jurisdictions that are unable or elect not to install their own renewable energy systems, purchasing RECs allows them to offset their energy consumption by supporting the production of more renewable energy nationally. Purchasing certified RECs ensures that the REC meets certain quality standards and was produced using accepted renewable energy technologies.

B. How to implement this action

Local governments seeking to increase their use of renewables should evaluate the costs and benefits of installing renewable technology locally versus purchasing RECs. For local governments that do not have suitable conditions for renewable technologies such as wind or solar, or who do not want to go through the process of installing renewable energy systems locally, RECs could be a good option.

RECs command a lower price premium than other green power options, such as onsite systems, for several reasons: 1) RECs have no geographic constraints and therefore can provide access to the least expensive renewable resources; 2) the supplier does not have to deliver the power to the REC purchaser, avoiding the associated transmission and distribution costs; 3) the supplier is not responsible for meeting the purchaser's electricity needs on a real-time basis; and 4) REC prices reflect greater competition because RECs are fungible in a voluntary market.

Local governments should determine the amount of renewable energy they seek to purchase and negotiate the purchase of the RECs in conjunction with their annual or renewed electricity purchase agreement. The costs of renewable energy can fluctuate, so local governments should monitor the market and determine the quantity of renewable energy they are able to purchase. Many local governments will aim to establish an annual renewable energy target, such as 25 percent, and then find the most cost-effective approach to meeting that target.

The following factors should be taken into account when purchasing RECs:

- Duration of contract
- Quantity of renewables
- Renewable energy source
- Certification and vintage of the RECs

C. Time frame, project costs, and resource needs

The time frame to purchase RECs may depend on the process the local government follows to establish a contract to purchase electricity every year. Local governments may elect to sign a contract to purchase RECs for several years at a certain price to lock in a price and minimize the effort in the future to renegotiate the contract. The cost for purchasing RECs depends on the amount and length of the contract, along with the current market price for RECs.

D. Which local governments implement this action? Which departments within the local government are most likely to have responsibility for this?

This action is applicable to any local government. The department with the responsibility for purchasing energy for government owned facilities is most likely to be responsible for managing the purchase of RECs. However, a representative from the chief elected official's office and/or the sustainability office may also be involved in the analysis and planning for the REC purchase agreement.

E. How to obtain points for this action

Establish a program to regularly purchase Green-E certified (or the equivalent) RECs and demonstrate that RECs are actively being purchased.

	<u>Possible Points</u>
• Purchase RECs for 5-15% of total electricity use	2
• Purchase RECs for 16-30% of total electricity use	3
• Purchase RECs for 31-50% of total electricity use	5
• Purchase RECs +50% of total electricity use	7

F. What to submit

Documentation of the purchase of certified Green-E RECs (or the equivalent) and total electricity use for government operations. Local governments must demonstrate that they are actively purchasing RECs and that the RECs have been certified and are from a reputable source.

G. Links to additional resources or best practices

- Green-E Certified: <http://www.green-e.org/>
- Climate Smart Communities, Renewable Energy Overview: http://www.dec.ny.gov/docs/administration_pdf/renewablespart1.pdf
- U.S. DOE, Renewable Energy Certificates: <http://apps3.eere.energy.gov/greenpower/markets/certificates.shtml>
- U.S. EPA, Renewable Energy Certificates: <http://www.epa.gov/greenpower/gpmarket/rec.htm>
- NYSERDA, Renewable Energy: <http://www.nysersda.ny.gov/renewable>

H. Recertification requirements

The recertification requirements are the same as the initial certification requirements.

Increase Use of Renewables

4.5 INSTALL A GEOTHERMAL HEAT PUMP OR OTHER GEOTHERMAL TECHNOLOGY AT A NEW OR EXISTING PUBLIC FACILITY

Action pathway phase: Implement

Eligibility timeline: Currently active

Total possible points: 9

A. Why is this action important?

Geothermal technology harnesses the energy of the Earth to provide for heating and cooling needs. Geothermal heat pumps take advantage of the relatively constant temperature (50-60°F) of the Earth's surface layer as a heat source in winter and a heat sink in summer. Water circulates through wells to reach this moderate temperature, requiring less energy from electricity, gas, or oil for heating and cooling. Investments in geothermal heating and cooling often produce significant net

cost savings due to the high efficiency of ground source heating and cooling and the long-term reduction in energy costs. Other benefits of implementing geothermal technology include increasing the demand for renewable energy, lowering GHG emissions, and leading by example.

B. How to implement this action

Local governments considering retrofitting or remodeling an existing building, or in the process of designing a new building, should consider a variety of renewable energy options, based on their heating and cooling needs. Working with the engineering and design team, local government staff should evaluate if geothermal technology is appropriate for the building, location, and climate through a feasibility study. Local governments should also assess the payback period and policy considerations for such technology and consider how it could be used as an example for other buildings or projects in the community.

C. Time frame, project costs, and resource needs

The time frame, project costs, and resource needs depend on whether the geothermal technology is implemented in a new or existing facility, and the size or output of the system. Local governments should work with their contractors or consultants to develop an estimate for the additional cost and payback period for the proposed geothermal technology.

D. Which local governments implement this action? Which departments within the local government are most likely to have responsibility for this?

This action is applicable to any local government that owns and operates buildings. Departments of facilities or public works would likely implement this action.

E. How to obtain points for this action

Install geothermal technology at a new or existing public facility. As long as the geothermal system is currently in use, the installation may have been completed at any time to be eligible for points.

F. What to submit

Documentation of the specific installation, including details on location, installation date, size, specification or purchase documents, and any estimates of energy savings. The installation must be actively in use.

G. Links to additional resources or best practices

- Climate Smart Communities, Renewable Energy Overview: http://www.dec.ny.gov/docs/administration_pdf/renewablespart1.pdf
- NYSERDA, Renewable Energy: <http://www.nysERDA.ny.gov/renewable>
- U.S. Department of Energy, Geothermal Heat Pumps Fact Sheet: <http://www.nrel.gov/docs/legosti/fy98/24782.pdf>
- U.S. Department of Energy Geothermal Technologies Program, <http://www1.eere.energy.gov/geothermal/heatpumps.html>
- Geothermal Heat Pump Consortium Case Studies

H. Recertification requirements

The recertification requirements are the same as the initial certification requirements.

4.6 INSTALL SOLAR HOT WATER AND/OR SOLAR PHOTOVOLTAIC TECHNOLOGY ON PUBLIC PROPERTY

Action pathway phase: Implement

Eligibility timeline: Currently active

Total possible points: 9

A. Why is this action important?

Solar technologies reduce the carbon footprint of the community. By displacing energy from fossil fuel sources, the use of solar energy reduces air pollution and GHG emissions. A range of solar technologies capture energy from the sun for electricity or heating. Solar photovoltaic (PV) panels, in particular, transform solar radiation into electricity and are appropriate for many types of public facilities, including schools and public buildings. Other benefits of implementing solar technology include increasing the demand for renewable energy and setting a positive example for residents and businesses in the community.

B. How to implement this action

The first step is to perform a feasibility study and determine if solar hot water or solar photovoltaic technology is suitable for the local government and for the possible siting locations. If the study determines that solar technology is feasible, then the next step is to select a location on a new or existing public building or public property. Many local governments elect to install the solar technology on top of city hall or a similar prominent public building, to demonstrate to the public the government's commitment to energy conservation. Local governments should select and work with a NYSERDA approved contractor who can assist in determining the size of the system and how it will interact with the grid, particularly if the installation will produce a surplus of electricity for the building.

Local governments will want to analyze the costs and payback periods for such an installation and also take into account the co-benefits of the system, such as how it can be used as an example for other projects in the community. Maintenance, operation, public trust requirements and insurance should also be taken into consideration when developing and designing a solar system.

Local governments are advised to consult their municipal attorneys to ensure that all issues related to this use on public lands, including effects on resources held in the public trust are resolved.

C. Time frame, project costs, and resource needs

The time frame, project costs, and resource needs depend on whether the solar hot water or PV technology is implemented in a new or existing facility, and the size or output of the system.

D. Which local governments implement this action? Which departments within the local government are most likely to have responsibility for this?

This action is applicable to any local government that owns and operates buildings. Environmental departments, or departments of engineering, facilities, or public works would likely implement this action.

E. How to obtain points for this action

Install solar technology at a new or existing public facility or on public property. As long as the solar technology is currently in use, the installation may have been completed at any time to be eligible for points.

F. What to submit

Documentation of the installation, including details on the location, installation date, technology used, system size, specifications, and purchase documents (receipts of purchase and specifications). The installation must be actively in use.

G. Links to additional resources or best practices

- Climate Smart Communities, Renewable Energy for Climate Smart Communities: <http://www.dec.ny.gov/energy/91964.html>
- U.S. EPA, Clean Energy Collaborative Procurement Initiative: <http://www.epa.gov/greenpower/initiatives/cecip/index.htm>
- NYSERDA, Renewable Energy: <http://www.nyserdan.ny.gov/renewable>
- U.S. DOE, SunShot Initiative: <http://www1.eere.energy.gov/solar/index.html>
- National Renewable Energy Laboratory: U.S. Department of Energy, NREL Solar Research: <http://www.nrel.gov/solar/>
- American Solar Energy Society: <http://www.ases.org/>
- Solar Electric Power Association: <http://www.solarelectricpower.org/>

H. Recertification requirements

The recertification requirements are the same as the initial certification requirements.

4.7 SERVE AS A HOST SITE FOR A RENEWABLE ENERGY INSTALLATION AND ENTER INTO A LONG-TERM SERVICE CONTRACT OR POWER PURCHASE AGREEMENT (PPA)

Action pathway phase: Implement

Eligibility timeline: Currently active

Total possible points: 9

A. Why is this action important?

Becoming a host site and entering into a long-term power purchase agreement (PPA) frees a community from the financing, ownership, operation, and maintenance of a solar, PV, wind or other type of renewable energy system. A third party, or the local utility, becomes the provider, and the local government agrees to purchase electricity from the provider. A PPA can expedite the installation process and reduces the risks and costs for the government around the implementation, operation, and maintenance of the system. Using renewable energy through a PPA also helps to increase the demand for renewable energy and supports the growth of local green jobs.

B. How to implement this action

Prior to entering into a PPA, local governments should perform a feasibility study to determine which type of renewable energy is appropriate for the proposed site(s) and within the financial and policy constraints of the jurisdiction. If the government determines that a PPA is feasible, the local government in conjunction with the provider should determine the size of the system, location, and

costs. Local governments may elect to host the installation on a new or existing building, and should consider installing the technology in a prominent location, such as city hall to utilize the installation as an educational opportunity.

Local governments should take the following factors into consideration when establishing a power purchase agreement:

- Length of agreement
- Pricing escalation rate
- Maintenance and repair costs
- Estimated output
- Production guarantees
- Insurance
- Public trust requirements

C. Time frame, project costs, and resource needs

The time frame, project costs, and resource needs depend on whether the solar, PV, or wind system is implemented in a new or existing facility, and the size or output of the system.

D. Which local governments implement this action? Which departments within the local government are most likely to have responsibility for this?

Applicable to any local government empowered to enter into long-term agreements with a power provider and owning property appropriate for hosting a solar thermal, solar PV, wind installation. Environmental departments, or departments of facilities or public works would likely implement this action.

E. How to obtain points for this action

Execute a power purchase agreement and provide public property for the purpose of the renewable energy system. The renewable energy system must be actively in use to receive points for this action. Local governments can receive points for the following types of renewable energy, purchased through a power purchase agreement:

- Solar
- Wind
- Geothermal
- Small hydro
- Wood pellet

F. What to submit

Local governments should submit a copy of the power purchase agreement, which outlines the duration of the contract, energy load and location of the system, and other relevant details. The solar installation must be actively in use.

G. Links to additional resources or best practices

- U.S. DOE, NREL Power Purchase Agreement Checklist for State and Local Governments: <https://financere.nrel.gov/finance/content/power-purchase-agreement-checklist-state-and-local-governments>

- U.S. DOE, Solar Photovoltaic Financing: Deployment on Public Property by State and Local Governments: <http://www.nrel.gov/docs/fy08osti/43115.pdf>
- U.S. DOE, SunShot Initiative: <http://www1.eere.energy.gov/solar/index.html>
- NYSERDA, Renewable Energy: <http://www.nysERDA.ny.gov/renewable>

H. Recertification requirements

The recertification requirements are the same as the initial certification requirements.

4.8 INSTALL A WIND SYSTEM ON PUBLIC PROPERTY

Action pathway phase: Implement

Eligibility timeline: Currently active

Total possible points: 9

A. Why is this action important?

Wind energy is 100-percent clean and provides a local source of environmentally sustainable energy, eliminating the carbon footprint and air pollution of fossil fuels. Small wind systems are suitable for a broad range of locations. They can generate up to 100 kW of electricity via turbines mounted on 30- to 140-foot towers and can be used in standalone applications or connected to the public energy grid. Wind power today is more viable than ever with systems that are quieter, more efficient, and less expensive than ever before. Installations continue to become more affordable.

B. How to implement this action

The first step in this process is to perform a feasibility study to determine if a wind installation is appropriate for the jurisdiction and identified location(s). This feasibility study will take into account possible locations, winds, costs, permitting and other restrictions, and other related factors to implementing the system. If the study concludes that a wind installation is feasible, the local government will want to select a suitable site for the installation. This can be on a new or existing public building or public property. Many local governments elect to install the wind technology in a prominent location, to demonstrate to the public the government's commitment to renewable energy sources. Local governments should select and work with a reputable contractor who can assist in determining the size of the system and how it will interact with the grid, particularly if the installation produces a surplus of electricity for the building or property.

Maintenance, operation, public trust requirements and insurance should also be taken into consideration when planning the installation.

C. Time frame, project costs, and resource needs

The time frame, project costs, and resource needs depend on whether the wind technology is implemented in a new or existing facility, and the size or output of the system.

D. Which local governments implement this action? Which departments within the local government are most likely to have responsibility for this?

This action is applicable to any local government that owns and operates property where a wind installation is feasible. Environmental departments, or departments of facilities or public works would likely implement this action.

E. How to obtain points for this action

Install a wind system at a new or existing public facility or on public property. As long as the wind technology is currently in use, the installation may have been completed at any time to be eligible for points.

F. What to submit

Documentation of the specific installation, including details on location, installation date, size, specifications, purchase documents (receipts of purchase and specifications), and any estimates of energy savings. The installation must be actively in use.

G. Links to additional resources or best practices

- Climate Smart Communities, Renewable Energy for Climate Smart Communities: <http://www.dec.ny.gov/energy/91964.html> Overview:
U.S. DOE, Stakeholder Engagement & Outreach: <http://www.windpoweringamerica.gov/>
- NYSERDA, Renewable Energy: <http://www.nyserdera.ny.gov/renewable>

H. Recertification requirements

The recertification requirements are the same as the initial certification requirements.

4.9 INSTALL A WOOD PELLET HEATING SYSTEM ON PUBLIC PROPERTY

Action pathway phase: Implement

Eligibility timeline: Currently active

Total possible points: 6

A. Why is this action important?

Many buildings use fossil heating fuels, such as oil or propane, for space heating. These fuels are often expensive and unstable in pricing and are threatening the global climate and sustainability of communities. Proven alternatives to fossil heating fuels exist and are already in use across North America: Biomass fuels are a local, renewable resource for providing reliable heat. Biomass is any biological material that can be used as fuel—including grass, corn, wood, and biogas as well as other forestry and agricultural residues. Wood pellets are a common type of biomass and are currently the only form of biomass recommended by NYSERDA for commercial and non-residential systems.

Wood pellets in storage may release dangerous levels of carbon monoxide and volatile organic compounds. The Northeast Biomass Thermal Working Group is currently developing guidelines for bulk pellet storage (see http://www.biomassthermal.org/programs/fuel_safety.asp). Local governments should consider outdoor storage until guidelines for indoor bulk pellet storage are available.

costs, permitting and other restrictions, and other related factors to implementing the system. If the study concludes that a wood pellet installation is feasible, the local government will want to select a suitable site for the installation along with a contractor to develop and implement the system.

C. Time frame, project costs, and resource needs

Installing a wood pellet system involves securing a source for the wood pellets and installing the system, which can take around two to three months. The costs depend on the price of the wood pellets at the time, and the price of the traditional fuel source that would otherwise be used, such as heating oil or natural gas. In many cases, wood pellets can offer a significant saving over fossil heating fuels.

D. Which local governments implement this action? Which departments within the local government are most likely to have responsibility for this?

This action is applicable to any local government that owns and operates property where a wood pellet installation is feasible. Environmental departments, or departments of facilities or public works would likely implement this action.

E. How to obtain points for this action

Install a wood pellet heating system at a new or existing local government facility or on public property. As long as the wood pellet system is currently in use, the installation may have been completed at any time to be eligible for points.

F. What to submit

Documentation of the specific installation, including details on location, installation date, size, specifications, purchase documents (receipts of purchase and specifications), and any estimates of energy savings. The installation must be actively in use.

G. Links to additional resources or best practices

- NYSERDA, Renewable Energy: <http://www.nyserdera.ny.gov/renewable>
- NYSERDA Cleaner Greener Communities Biomass Heating System Program Requirements: <http://www.nyserdera.ny.gov/Statewide-Initiatives/Cleaner-Greener-Communities/Implementing-Smart-Development-Projects/Guidance-Documents.aspx>
- Massachusetts Division of Energy Resources, Wood Pellet Heating Guidebook: <http://www.mass.gov/eea/docs/doer/publications/doer-pellet-guidebook.pdf>
- U.S. EPA, Biomass CHP: <http://www.epa.gov/chp/basic/biomass.html>
- U.S. EPA, Combined Heat and Power, <http://www.epa.gov/statelocalclimate/resources/strategy-guides.html>
- Biomass Energy Resource Center (BERC) Case Studies: <http://www.biomasscenter.org/resources/case-studies.html>

H. Recertification requirements

The recertification requirements are the same as the initial certification requirements.