7.5 Develop a Municipal Energy Plan

10 Points **20 Points**

Action Updates

This action has been revised for the **current certification cycle**. A version of this action from the prior program year is available for comparison. Edits are highlighted in yellow. (Last updated 2020)

Objective

Manage your municipal energy consumption with the goals of efficiency, economy, environmental responsibility, and resiliency. Enable cooperative actions such as establishing microgrids and broad-scale adoption of renewable energy. Include the residential and business sectors.

What to Do

The more you do, the more points you earn.

1. For the Municipal Energy Plan **(10 points)**

   All elements must be completed to receive credit.

   a. Develop a plan that includes energy tracking and management, energy reduction goals and actions, and clean energy goals and actions. Your plan might also include peak demand reduction goals and actions, for example: fleet management, clean energy supportive zoning (including an assessment of existing regulations for any barriers to clean energy development, and/or establishment of new regulations to facilitate the deployment of clean energy technology), residential and commercial energy education, brownfield development, Commercial Property Assessed Clean Energy (C-PACE), sustainable economic development, housing, and other relevant energy issues. Your plan should include initiatives to reduce the energy burden of low- and moderate-income residents (for example, by providing information sessions on utility bill payment services, fuel banks, energy efficiency programs, etc.).

   Submit: A copy of the Municipal Energy Plan and a completed worksheet.

   Timeframe for Credit: Eligible for new action credit and rolling credit. This action falls under the action type "Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions" (see "Timeframe for Credit" Guidance Document for submission requirements).

   b. Formally adopt the ***Municipal Energy Plan*** through a municipal process.

   Submit: Proof of adoption by a municipal process.

   Timeframe for Credit: Eligible for new action credit and rolling credit. This action falls under the action type "Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions" (see "Timeframe for Credit" Guidance Document for submission requirements).

2. For the Residential and Business Energy Plan **(10 points)**

   All elements must be completed to receive credit.

   a. Identify how your municipality will track residential and business sector energy use.

Submit: A description of how you will measure and track residential and business sector energy use on an ongoing basis.

Timeframe for Credit: Eligible for new action credit and rolling credit. This action falls under the action type "Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions" (see "Timeframe for Credit" Guidance Document for submission requirements).

b. Calculate current residential and business sector energy use and renewable energy generation potential.

Submit: Your current residential and business sector energy use and renewable energy generation potential.

Timeframe for Credit: Eligible for new action credit and rolling credit. This action falls under the action type "Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions" (see "Timeframe for Credit" Guidance Document for submission requirements).

c. Adopt a target for energy use reduction in the residential and business sectors of your community (minimum target is 10%). Identify strategies that will help your community achieve these goals.

Submit: Your energy use reduction target and accompanying strategies for the residential and business sectors.

Timeframe for Credit: Eligible for new action credit and rolling credit. This action falls under the action type "Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions" (see "Timeframe for Credit" Guidance Document for submission requirements).

d. Formally adopt the ***Residential and Business Energy Plan*** through a municipal process.

Submit: A copy of the Residential and Business Energy Plan and proof of formal municipal adoption.

Timeframe for Credit: Eligible for new action credit and rolling credit. This action falls under the action type "Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions" (see "Timeframe for Credit" Guidance Document for submission requirements).

Timeframe for Credit

Actions can either be "New" or considered for "Rolling Credit."

New Action Credit. Any action completed within the past three years (from January 1 of the year seeking certification) is eligible for potential certification points. If you are applying for recertification in your year of expiration, you may not claim New Action Credit for items that previously received credit.

Rolling Credit. For any action older than three years (from January 1 of the year seeking certification), you must demonstrate ongoing, currently relevant, and meaningful impact in your community to be considered for certification points. If you are applying for recertification in your year of expiration, you must apply for Rolling Credit for any item that previously received credit, even if it was completed within the past three years.

View the "Timeframe for Credit" Guidance Document for detailed submission requirements.

Engaging Partners

Sustainable CT encourages regional collaboration and other forms of partnership. For every action, please complete the "Partners" box in your submission, indicating the name(s) of any municipalities and/or organizations you partnered with (if any) and a brief description of your municipality's role. If you collaborate with other municipalities, each community will receive points. For additional information, please see the "Partners Guidance Document".

Potential Municipal and Community Collaborators

Staff from the following departments could be helpful in implementing this action: planning department, public

works, engineering, purchasing departments.

In addition, the following committees, community groups or agencies could help implement this action planning and zoning, or energy commissions could be helpful in implementing this action.

Funding

If available, below are potential funding sources specific to this Action. For a complete listing of potential funding opportunities to assist with implementing Sustainable CT Actions, please visit the Sustainable CT Grants Portal, which is searchable by Action. Please also visit the Support for Your Town page for opportunities for technical assistance and other supports.

- Urban Act Grant Program
- Municipal Grant Program (MGP)
- 2021 Sustainable CT Community Match Fund

Resources

Toolkits, Calculators, Guidance Documents, General Information

- Eversource manual on automated data transfer to Portfolio Manager
- United Illuminating (UIL) Integration with ENERGY STAR Portfolio Manager
- Per Public Act 11-80 (An Act Concerning the Establishment of the Department of Energy and Environmental Protection and Planning for Connecticut's Energy Future), utilities are required to provide to municipalities annual energy use by customer class.
- Acadia Center, "Community Energy Vision, Action Guide for Connecticut"
- CT Green Bank: No-cost technical assistance

Organizations and Relevant Programs

- Sierra Club's Ready for 100 program
- CT Green Bank, Solar Power Purchase Agreement
- People's Action for Clean Energy (PACE)

Why This Matters

Municipal energy planning is a process whereby towns actively set goals and action items to achieve energy reduction, demand response, and clean power production.

Key steps in energy planning include:

- Benchmarking current energy use (See Action Benchmark and Track Energy Use);
- Establishing efficiency and sourcing goals; and
- Establishing action steps through time that achieve those goals.

Benefits

A Municipal Energy Plan will help your community better understand its energy use and trends, opportunities for savings, and opportunities for switching to renewable fuels, which will enable your community to plan for long-term energy transitions and investments. While capital outlays are required at the outset, in the long run, such investments will save your community money.

Reducing energy use, alone, or in combination with sourcing energy via renewably generated power will also reduce carbon pollution as well as other air pollutants, and ultimately benefit both your local ecosystem and the global environment.

CT Success Stories

- Ashford - Oct 2019 Certification
- Middletown - Oct 2019 Certification

- Simsbury - Oct 2019 Certification
- South Windsor - Oct 2019 Certification
- New Britain - Oct 2020 Certification