



- OUTDOOR LIGHTING
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# CIRCUIT RIDER

FOR ENERGY EFFICIENCY IN LOCAL GOVERNMENT OPERATIONS

APPLICATION FOR DIRECT TECHNICAL ASSISTANCE

## DVRPC's Circuit Rider for Energy Efficiency in Local Government Operations ("Circuit Rider")

works with municipalities in Bucks, Chester, Delaware, and Montgomery Counties to help them identify and implement cost-effective measures to reduce their energy costs. The Circuit Rider program, funded by a grant from the U.S. Environmental Protection Agency has several components, including analytical tools, training seminars, and bulk purchase opportunities for all municipalities in the region.

**More information can be found at:**

[www.dvrpc.org/  
EnergyClimate/  
CircuitRider](http://www.dvrpc.org/EnergyClimate/CircuitRider).

**Every municipality has opportunities for energy savings!** Many of these opportunities are easy to achieve at low or no cost. In these times of tight budgets and limited staffing, many municipalities simply don't have the time to sift through competing options (and sales pitches) for energy efficiency improvements.

The Delaware Valley Regional Planning Commission (DVRPC), your regional planning agency, is pleased to announce **free one-on-one direct technical assistance to reduce energy costs**—designed explicitly for smaller municipalities in southeastern Pennsylvania. This flyer provides information on this opportunity, and explains how to apply.

### Direct Technical Assistance: What is it?

DVRPC's Direct Technical Assistance will work directly with up to a dozen municipalities in southeastern Pennsylvania to identify opportunities for you to reduce energy costs in your operations. This assistance will be provided at no cost to the selected municipalities. A key goal of this work is to help make energy management a part of your day-to-day operations.

### Selected municipalities will:

- Receive one-on-one assistance, customized for your needs, from DVRPC staff—including an experienced certified energy management expert—to:
  - Evaluate energy use in your municipality's operations;
  - Identify the most cost-effective projects to reduce energy use and costs;
  - Train staff on energy management best practices appropriate for your operations;
  - Assist in implementing projects, including specifying purchases and identifying sources of funding;
  - Track energy savings over time to gauge success; and
  - Ensure understanding of and commitment to long-term energy savings by all levels of municipal staff.
- Receive public recognition by DVRPC as being a leader in energy efficiency in the Greater Philadelphia region.
- Participate in workshops with the other Direct Technical Assistance communities to share lessons learned, challenges faced, and success stories.



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#### How can energy management help you? Here are just 3 recent examples from our region.

A municipality in eastern Delaware County **reduced its electricity bill by 30 percent** after an interior delamping and lighting upgrade

A municipality in northeastern Chester County **reduced its electricity bill by 15 percent** after installing a programmable thermostat.

A municipal wastewater pump station in southern Delaware County **reduced its electricity bill by 17 percent** after replacing one of its pumps.

#### Who is eligible?

All municipalities in Bucks, Chester, Delaware, and Montgomery counties are eligible to apply.

#### When will the program start?

DVRPC will accept applications through August 31, 2012. Initial meetings with selected municipalities will take place by mid-September, and work will be carried out between then and spring 2013. There will be at least one additional round of Direct Technical Assistance opening in early 2013.

#### What do I have to do to participate?

To apply, complete the simple application form on the next page. Note that municipalities must also send copies of the most recent monthly utility bills for all municipal accounts. Together with county planning departments, DVRPC will select municipalities that are committed to cost-effective energy management in their operations, but have staffing or financial barriers. **Municipalities in the program must:**

- Identify a single point of contact to coordinate with municipal staff and DVRPC's team.
- Commit to participating with DVRPC and the other selected municipalities throughout the project. This will include (please note that the hourly estimates provided will vary by size and capacity within each municipality):
  - gathering and compiling energy-use information for municipal operations to use as a starting point for developing an energy management plan (4-5 hours);
  - participating in a training workshop on gathering and managing energy use data (½ day);
  - participating in a walk-through assessment with DVRPC's energy expert (2 hours);
  - making staff and elected officials available for a debriefing on the findings and recommendations of the energy expert (2 hours);
  - working with DVRPC staff to set priorities on recommendations (½ day); and
  - joining other Direct Technical Assistance Communities in two half-day roundtables to share best practices, and report on your progress. (2 half-day roundtables).

This level of committed participation is critical to ensuring success in reducing your energy costs.

**To apply, please complete the application on the following page.**



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## APPLICATION FOR DIRECT TECHNICAL ASSISTANCE FOR ENERGY EFFICIENCY

Municipality: \_\_\_\_\_

County: \_\_\_\_\_

Direct Technical Assistance Point of Contact

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Mailing address:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Who is currently responsible for municipal energy decisions (name and title)?

\_\_\_\_\_

\_\_\_\_\_

Does your municipality track energy use and costs? If so, how?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

How much does your municipality spend annually on energy? \_\_\_\_\_

Which of the following does your municipality operate? (check all that apply)

- Administration building (number: \_\_)
- Police station (number: \_\_)
- Fire station (number: \_\_)
- Public works garage (number: \_\_)
- Library (number: \_\_)
- Street lights (number: \_\_\_\_\_)
- Water/wastewater pumping facility (number: \_\_)
- Water treatment plant (number: \_\_)
- Wastewater treatment plant (number: \_\_)
- Vehicle Fleet (approx. number of vehicles: \_\_\_\_\_)
- Other (e.g. ice rink, pool, etc.)

\_\_\_\_\_

What are your most pressing energy concerns?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Please send copies of the most recent monthly utility bills for all municipal accounts along with your completed application. This information can be sent separately from the application.**

For more information or clarification on any of these questions, please contact Liz Compitello at: 215-238-2897 or [ecompitello@dvrpc.org](mailto:ecompitello@dvrpc.org)

Please return application and utility bills by mail, e-mail or fax to:

**Liz Compitello**  
**Delaware Valley Regional Planning Commission**  
**190 N. Independence Mall West**  
**Philadelphia, PA 19106**  
**[ecompitello@dvrpc.org](mailto:ecompitello@dvrpc.org)**  
**Fax: 215.592.9125**