

## **Sustainability Revolving Fund (SRF) Application**

### ***General Information***

**Total Project Cost:** \$ \_\_\_\_\_

**Proposed SRF Funds\*:** \$ \_\_\_\_\_

**Additional Funds (and source):** \$ \_\_\_\_\_ **Source:** \_\_\_\_\_

**Proposer (Name and Department):** \_\_\_\_\_

- Small** (\$0 - \$1,000)
- Medium** (\$1,000 - \$5,000)
- Large** (\$5,000 - \$10,000)
- Major** (\$10,000 - \$25,000)

### **Baseline Data (provide for proposals over \$5,000):**

*Baseline data should include current resource use/intensity. For example, a lighting project should provide baseline electricity use. A fuel reduction project should describe the current fuel consumption.(e.g., kWh, therms, gallons, etc)*

**Project summary:** Narrative summary of proposed project, including estimated timeline and time demand on City staff. (500 words max)

## **Selection Criteria**

### **Criterion 1 – Social/Environmental Sustainability Return on Investment (ROI) (10 pts):**

Describe how the project promotes activity that contributes to the social and environmental health of City employees and our community in harmony with the natural environment? (500 words max)

**Criterion 2 – City Sustainability Goals (10 pts):** Describe how the proposed project addresses one or more of the City's sustainability goals. (See goals in the Appendix. For example, how does it reduce consumption of resources, emissions of toxins or other pollutants, including greenhouse gases, use of non-renewable fuel sources, etc.). (750 words max)

**Criterion 3 – Financial Return on Investment (ROI) (10 pts):** If applicable, what is the estimated cost savings/avoidance (i.e., describe the cost and resource baseline and savings; estimate the timeline for payback of the investment, if applicable)? (250 words max)

**Criterion 4 – Leveraged Funds (10 pts):** Describe amount and source of any funds leveraged in proposal. (250 words max)

**Criterion 5 – Other Benefits (10 pts):** Describe other benefits the proposed project may provide (e.g., fulfilling Hillsboro 2020 action, complements existing City sustainability project, provides positive public image for the City, generates increased efficiency in operations/services, etc.). (500 words max)

### **Other Considerations**

Will the project create additional operations and maintenance (O&M) requirements? If so, please describe and provide an estimate and how it will be addressed.