

# CARD Stakeholder Meeting

## January 22, 2015

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CIP R&D Program Administrator



# Welcome

**GOAL: ensure successful CARD program that addresses ongoing needs of MN utilities**

- Communicating more clearly
- Soliciting input & feedback from all stakeholders
- Implementing improvements

**RESULT: even better proposals**



# Agenda

- **CARD History & Background**
- **CARD RFP Process**
- **Creating a Successful Proposal**
- **Questions & Answers**
- **Stakeholder Input & Feedback**

# Agenda

- **CARD History & Background**
- CARD RFP Process
- Creating a Successful Proposal
- Questions & Answers
- Stakeholder Input & Feedback

# CARD History & Background

## Fundamental Change

The greatest impact of the 2007 NGEA was the change from a 1.5% spending goal to a 1.5% savings goal.

**SPENDING**



**SAVING**

# CARD History & Background

## Conservation Applied Research & Development

CARD purpose to help MN utilities achieve  
**1.5 % savings goal by:**



- *Identifying new technologies or strategies to maximize energy savings;*
- *Improving effectiveness of energy conservation programs;*
- *Documenting CO<sub>2</sub> reductions from energy conservation programs.*

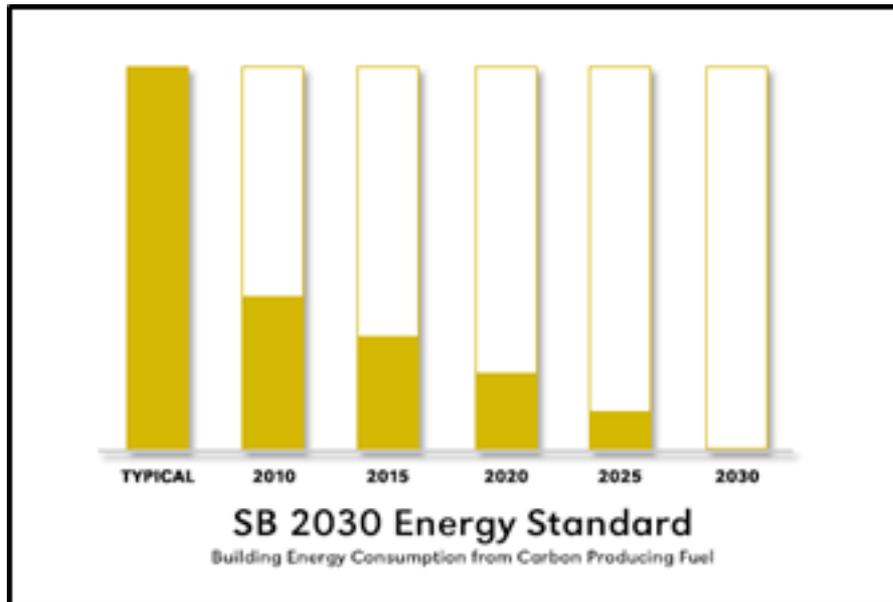
*Minnesota Statutes §216B.241, Subd. 1e.*

**\$3.6 million annual utility assessments**

# CARD History & Background

## Legislatively mandated spending

- SB 2030 - \$500,000 annually
- CERTs - \$500,000 annually



The screenshot shows the homepage for the CERTs 2015 Conference, titled 'Community-Driven Clean Energy'. The page features a search bar, navigation links for 'Learn', 'Connect', 'Act', and 'About', and a prominent banner for the conference held in March 2015 in St. Cloud, MN. Below the banner, there are sections for 'CERTs Regions' with a map of Minnesota, a 'Featured Event' for 'Minnesota GreenStep Cities' on Jan 21, and a 'GreenStep Cities January Workshop: Webinar Registration' for Jan 21.

# CARD History & Background

\$2.6 million annually remains for R&D

Request for Proposal (RFP) process

Six RFP funding cycles 2008 -2014:

- Nearly 300 proposals
- 74 projects funded



The screenshot shows the Minnesota Department of Commerce website. The header includes a navigation menu with 'CONSUMERS', 'BUSINESSES', 'LICENSEES', 'MEDIA', 'TOPICS', and 'ABOUT US'. The main content area is titled 'Request for Proposals' and contains the following text:

A Request for Proposals (RFP) is a formal invitation to potential contractors to submit a proposal that responds to the need identified in the RFP. The RFP is the procurement process where the agency can judge if the contractor's experience, qualifications, and approach will provide the best solution to meet the need identified in the RFP.

**NOTE:** Any amendments to an RFP will be sent to the email address you submit here. If the email address you submit is invalid, you will not receive amendments, updates or other information.

If no RFPs appear on this page, potential contractors should also look for contracting opportunities in the State Register and [Department of Administration](#) websites.

# CARD History & Background

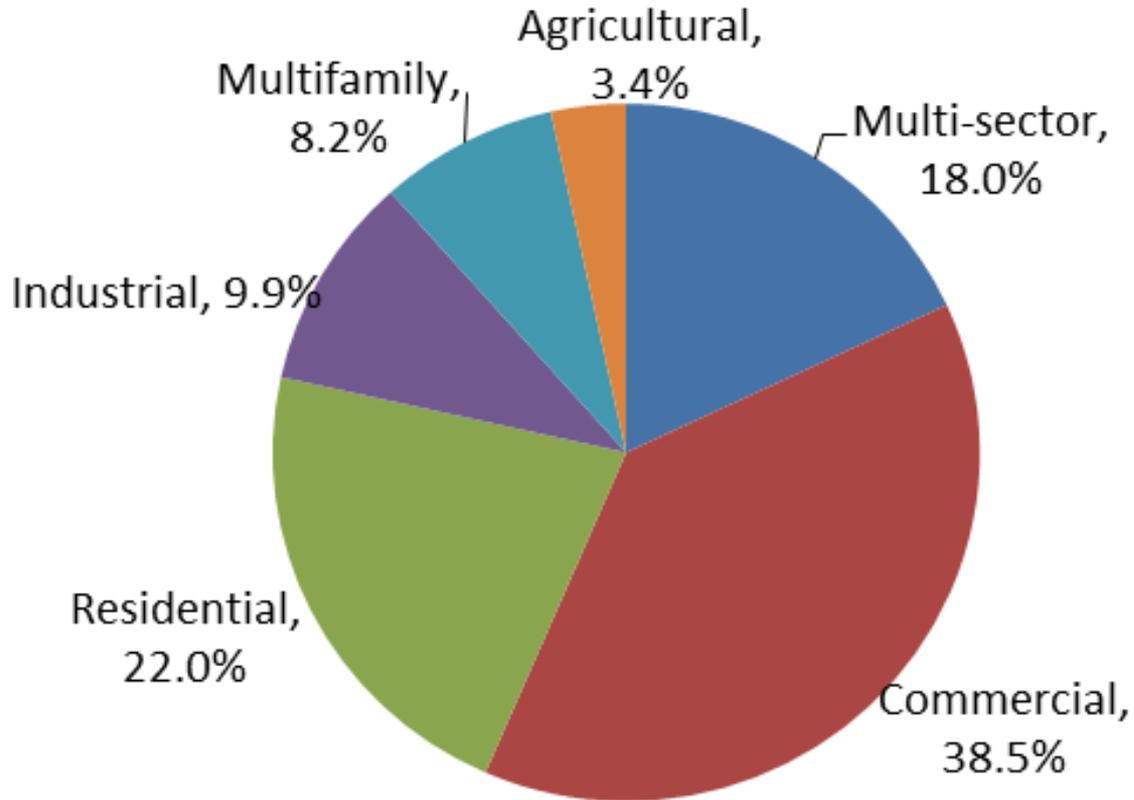
## Grantees have included:

- Service providers
- Program Implementers
- Non-profits
- Universities
- Research Institutes
- Consulting Firms
- Minnesota utilities



# CARD History & Background

**R&D Spending by Sectors thru FY2014**



# CARD History & Background

## Announce 2014 CARD Projects

### Field Studies

- RTU Characterization & Performance
- Mfgr. Homes Characterization & Performance
- QI & RCx Res. High Eff. Condensing Boilers
- Assessment of Cold-Climate ASHP
- Testing of Furnace Retrofit Device for High Efficient Residential Heating & Humidification
- Assessments of Plug-Load Control Devices
- Evaluation of demand-based DHW System Controls
- Advanced Commercial Clothes Dryer Retrofits



# CARD History & Background

## Announce 2014 CARD Projects

### Program Pilots

- Continuous Cx in Small Medical Clinics
- Embedded Data Center
- Commercial Energy Code Compliance

### Other

- Behavioral Programs Literature Review, Benchmarking Study, and Workshops
- Policy Analysis and Evaluation of Low-Income Programs in MN CIP Portfolios
- Economic Impact of CIP



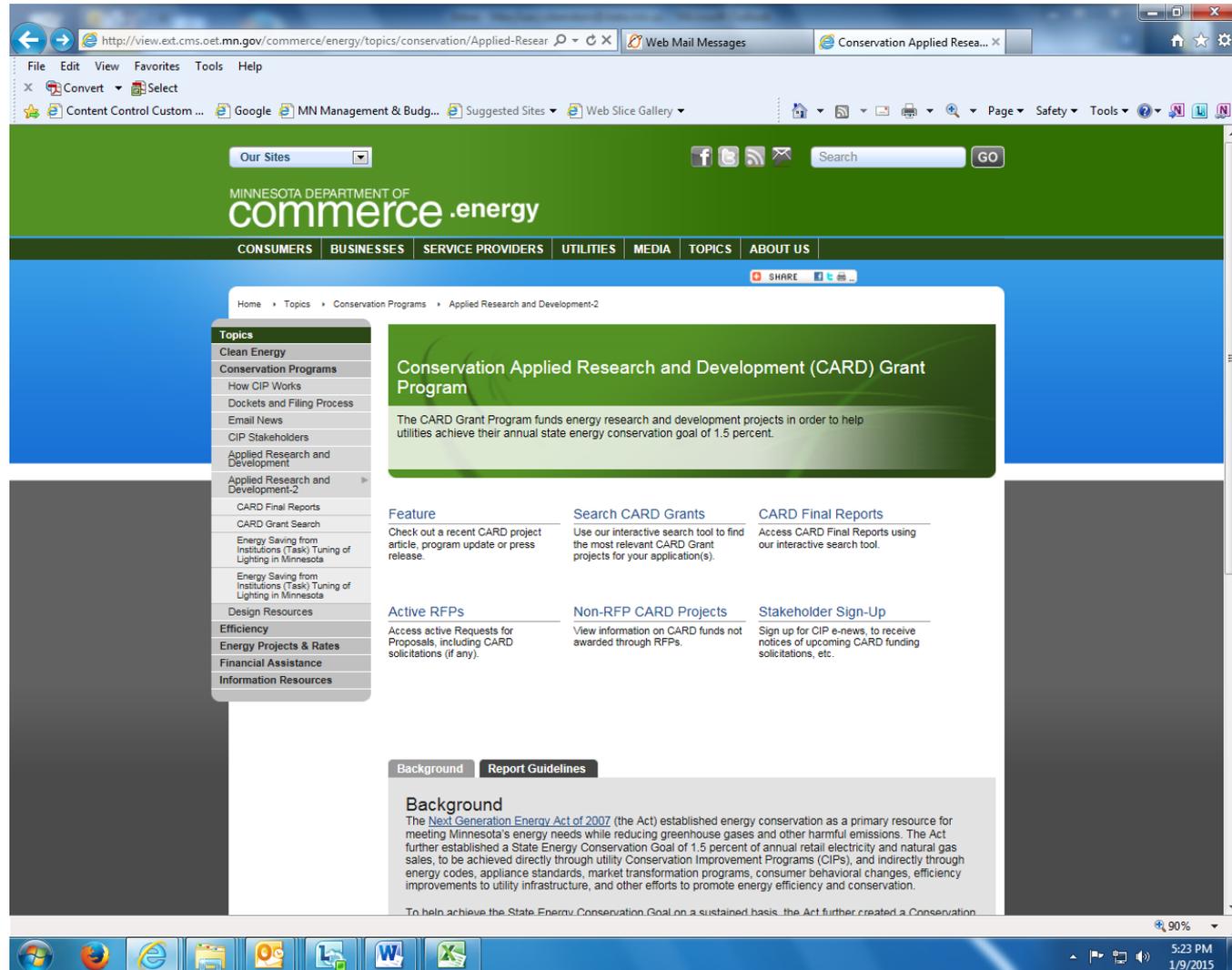
# CARD History & Background

## Information about specific CARD grants

- Difficult to find on our website
- Consists of static lists of grants by RFP cycle

The screenshot shows the Minnesota Department of Commerce website. The header is green with the logo "MINNESOTA DEPARTMENT OF commerce .energy". Below the header is a navigation bar with links for CONSUMERS, BUSINESSES, SERVICE PROVIDERS, UTILITIES, MEDIA, TOPICS, and ABOUT US. A search bar is located in the top right corner. The main content area is blue and features a breadcrumb trail: Home > Topics > Conservation Programs > Applied Research and Development. A sidebar menu on the left lists various topics, with "CARD Grants Awarded" selected. The main content area displays the title "CARD Grants Awarded" and a description: "Information on CARD grants awarded. Here is a list of previous CARD-funded grants by funding cycle." Below this, there are four links to PDF documents: "Grants awarded for FY2013 (.pdf)", "Grants awarded for FY2012 (.pdf)", "Grants awarded for FY2011 (.pdf)", and "Grants awarded for FY2009-10 (.pdf)". A fifth link, "Grants awarded for FY2008 (.pdf)", is also visible at the bottom of the list.

# CARD History & Background

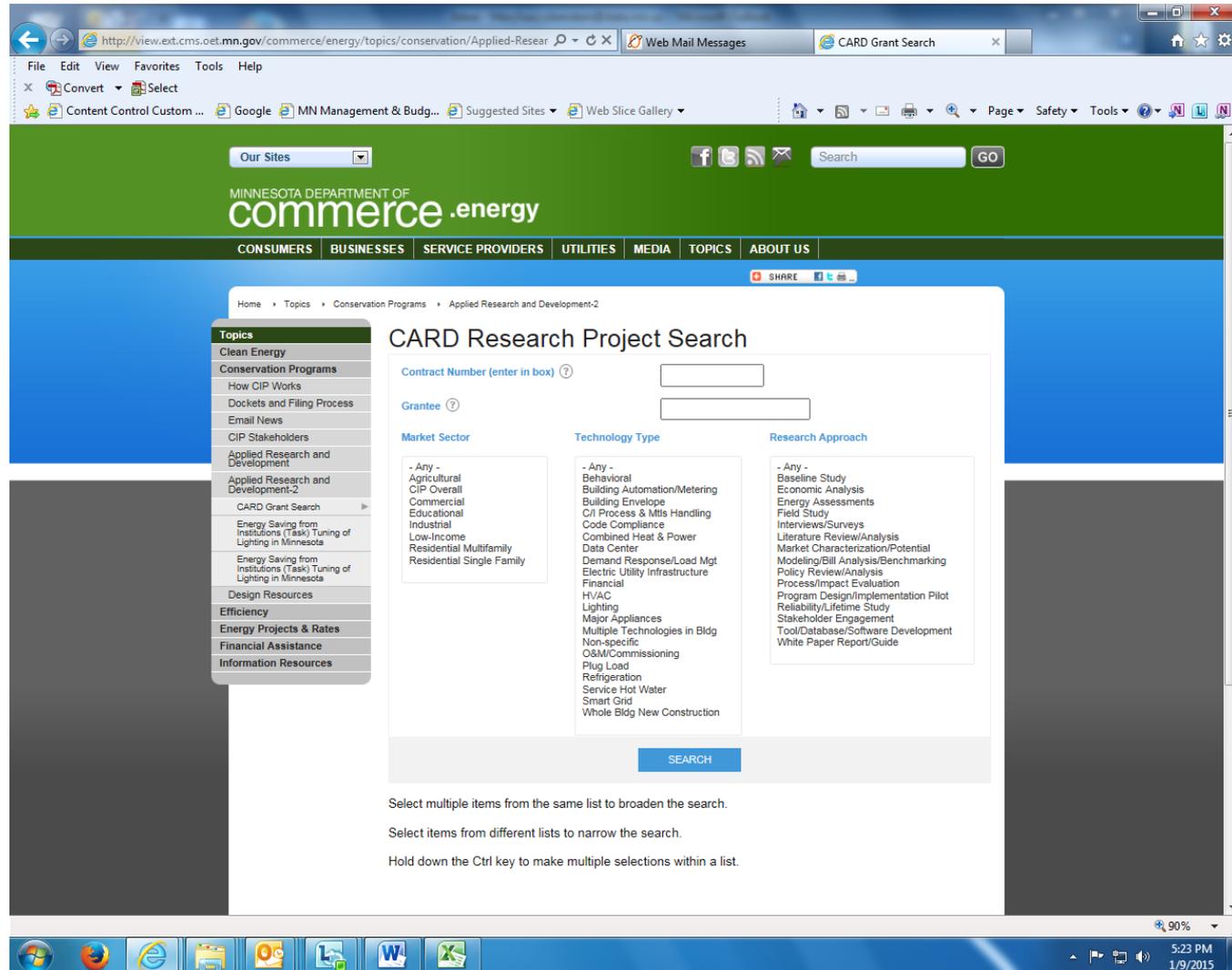


## NEW CARD Webpage

More focused landing page with reduced clutter and improved links

# CARD History & Background

NEW Search Tool – allows you to search for projects or reports by market sector, technology type, or research approach



# CARD History & Background

From search results you will be able to go directly to a specific project page with project description and details

The screenshot shows a web browser window displaying the Minnesota Department of Commerce website. The page is titled "Applied Research and Development-2" and features a search results table. The table lists three projects with their respective grant amounts, program years, and end dates. A sidebar menu on the left provides navigation options for various topics and programs. The footer includes contact information and copyright details for 2014.

PROJECT TITLE	GRANTEE	GRANT AWARD	PROGRAM YEAR	STATUS	END DATE
Automatic Daylighting Control Commissioning	Energy Center of Wisconsin, Inc.	\$206,172.00	2011	Closed	4/30/2013
Institutional (Task) Tuning of Lighting in Minnesota	Energy Center of Wisconsin, Inc.	\$200,000.00	2013	Open	4/30/2015
Cost Benefit Analysis of Energy Efficient Roadway Lighting	Energy Management Solutions, Inc.	\$49,000.00	2011	Closed	12/31/2012

Records 1-3 of 3

# CARD History & Background

## Participation in Upcoming Conferences

- Duluth Energy Design Conference – Panel
- CERTs Conference – Poster Session

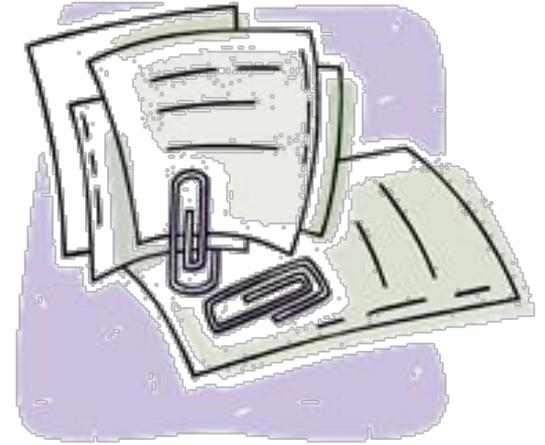


A screenshot of the website for the CERTs 2015 Conference. The page is titled "CERTs 2015 Conference | Mar. 10-11 | St. Cloud" and "Community-Driven Clean Energy". The header includes a search bar, navigation tabs for "Learn", "Connect", "Act", and "About", and a "Sign up for email updates" button. The main content area features a photo of three people and a quote from Tim Ollhof: "If you're seeking to understand more about clean energy in MN, this is the best networking event per dollar spent that's available." Below the quote is a section titled "5 Reasons you should attend" with a list of five points. The left sidebar contains a navigation menu with links to Home, Get Email Updates, Events, Regions, Community Groups, CERTs Conference, 2015 Conference, Agenda, Register, Sponsor &amp; Exhibit, Location &amp; Lodging, Contact, Share, 2013 Conference, 2011 Conference, 2009 Conference, 2007 Conference, 2005 Conference, Meet CERTs Staff, and Clean Energy Sourcebook.

# Agenda

- ✓ CARD History & Background
- **CARD RFP Process**
- Creating a Successful Proposal
- Questions & Answers
- Stakeholder Input & Feedback

# CARD RFP Process



## Overview

1. Identify funding topics and develop RFP
2. RFP posted
3. Notice of Intent (NOI) unless RFP topic very specific
4. Responders submit full proposals
5. Proposals reviewed, evaluated & projects selected
6. Contracts negotiated and fully executed
7. Work begins

# CARD RFP Process

## Step 1 Identify Funding Topics

- Input from utilities/stakeholders
- Reports, bulletins, blogs, conferences, webinars, etc.
- Technical Reference Manual (TRM) needs
- CIP overall and annual priorities

**Combination of both specific & general topics**

**No communication about specific topics**



# CARD RFP Process



## Examples of General Topics

- Field Studies of New Technologies
- Test, Demonstrate or Pilot Innovative Program Strategies

## Examples of Specific Topics

- Assessments of Plug-Load Control Devices
- RTU Characterization & Performance Baseline Survey
- Small Embedded Data Center Program Pilots

# CARD RFP Process

## Step 2

## RFP Publically Posted

- Commerce RFP page
- State Register
- CIP Newsletter
- Emails to CIP Newsletter subscribers
- Emails to Commerce RFP list

Email Sign-up:

<http://mn.gov/commerce/energy/Root/staying-in-touch/email-signup.jsp>

The screenshot shows the 'Request for Proposals' page on the Minnesota Department of Commerce website. The page title is 'Request for Proposals'. Below the title, there is a paragraph explaining that an RFP is a formal invitation to potential contractors to submit a proposal. A 'NOTE' states that amendments to an RFP will be sent to the email address provided. Below the text is a table with columns for 'Description of Work', 'Document Link', 'Deadline for Response', and 'Publication Date'. The table contains one entry for 'Criteria Pollution Externality Values Development and Expert Witness Testimony for Minnesota Contested Case Proceeding' with a 'View Solicitation' link, a deadline of February 02, 2015, and a publication date of December 22, 2014.

Description of Work	Document Link	Deadline for Response	Publication Date
Criteria Pollution Externality Values Development and Expert Witness Testimony for Minnesota Contested Case Proceeding Division of Energy Resources seeks proposals from organizations or individuals to develop environmental externality values for Sulfur Dioxide (SO <sub>2</sub> ), Nitrogen Oxides (NO <sub>x</sub> ), and Particulate Matter less than 2.5 microns (PM <sub>2.5</sub> ) from Minnesota electric generators. The Department is seeking a consultant to	<a href="#">View Solicitation</a>	February 02, 2015	December 22, 2014

Commerce RFP page:

<http://mn.gov/commerce/topics/request-for-proposals/>

The screenshot shows the 'Email Overview' page on the Minnesota Department of Commerce website. The page title is 'Email Overview'. Below the title, there is a paragraph explaining that users can subscribe to receive email notices or newsletters from the Minnesota Department of Commerce. Below the text is a form for 'Email Updates' with a label '\*Email Address' and a text input field. There are 'Submit' and 'Cancel' buttons below the input field.

# CARD RFP Process

## Step 3

## Notice of Intent (NOI)

- Used for general topics
- Pre-screen project ideas
  - Fit into CARD funding purpose
  - Meet current CIP priorities
  - Have appropriate timing
- Responders focus on proposals of interest
- More efficient evaluation

**EXHIBIT A: CARD GRANT NOTICE OF INTENT (Stage 1)**  Reference Number: COMM-CARD02-20140519  
**NOI-Cover-Page**

This top row for COMMERCE USE ONLY: Notice of Intent to Propose (NOI) #:

Responder Information:		
Company/Organization Name:	*****	
SWIFT Vendor #, if applicable:	*****	
Mailing Address:	*****	Primary Partner Companies/Organizations:
	*****	1) *****
City:	*****	2) *****
State:	*****	3) *****
Zip:	*****	4) *****
Website:	*****	5) *****
List the primary contact (ideally the project manager) for this project plus an alternate contact, either of whom are able to answer questions regarding the content of the Intent to Propose:		
Primary Contact:	*****	Alt. Contact: *****
Title:	*****	Title: *****
Phone:	*****	Phone: *****
E-mail:	*****	E-mail: *****
List the principal investigator(s) and any other key staff who will work on project:		
Name:	Company/Organization:	Primary Project Role:
*****	*****	*****
*****	*****	*****
*****	*****	*****
*****	*****	*****
*****	*****	*****
*****	*****	*****
<b>Funding Topic:</b>		
The intended project is most representative of the following FY2014-02 Funding Topic (select only ONE):		
<input type="checkbox"/> A. Field Studies of New Technologies or Technology-based Approaches to Building Efficiency or Performance		
<input type="checkbox"/> B. Test, Demonstrate or Pilot Innovative Program Implementation Strategies		
If questions, refer to Section II Funding Topics. A separate NOI must be submitted for each proposed project.		
<b>Project Title:</b>		
*****		
<b>Certification by Authorized Representative:</b>		
Name:	*****	Title: *****
Original Signature:	*****	Date: *****

# CARD RFP Process

## Step 4 Full Proposal

- Only those who passed NOI
- Narrative is key element
  - Project goal
  - Scope of work
  - Project impact
  - Project team
  - Budget

EXHIBIT B: CARD GRANT PROPOSAL APPLICATION (Stage 2)¶			
MINNESOTA DEPARTMENT OF COMMERCE <small>Division of Energy Resources</small>		Reference Number: COMM-CARD02-20140519¶	
Project Overview (Page 1 of Proposal)¶			
<b>Responder Information:</b>			
Notice of Intent: ¶¶¶¶ (For # see Commerce email notification on proceeding to Full Proposal)¶			
Company/Organization Name: ¶¶¶¶			
SWIFT Vendor #: if applicable: ¶¶¶¶			
Mailing Address: ¶¶¶¶		Website: ¶¶¶¶	
City: ¶¶¶¶		State: ¶¶¶¶ Zip: ¶¶¶¶	
Primary Contact: ¶¶¶¶		Alt. Contact: ¶¶¶¶	
Title: ¶¶¶¶		Title: ¶¶¶¶	
Phone: ¶¶¶¶		Phone: ¶¶¶¶	
E-mail: ¶¶¶¶		E-mail: ¶¶¶¶	
Company or Organization Overview and Mission: ¶¶¶¶			
<b>Proposed Project Information:</b>			
Funding Topic selection for this proposal. (If questions, refer to Section II Funding Topics.) Select only ONE.¶			
<input type="checkbox"/> A. Field Studies of New Technologies or Technology-based Approaches to Building Efficiency or Performance¶			
<input type="checkbox"/> B. Test, Demonstrate or Pilot Innovative Program Implementation Strategies			
Project Title: ¶¶¶¶			
Project Goal: ¶¶¶¶			
Brief Project Description: (Reminder: This page must remain as formatted and no longer than one page.) ¶¶¶¶			
Requested Grant \$: ¶¶¶¶ See Full Proposal Projects			
Matching In-Kind \$: ¶¶¶¶ Overview instructions for		Approx. Start & End (Month/Year):	
Total Project Cost: ¶¶¶¶ more information, if needed		Start: ¶¶¶¶	
		Complete: ¶¶¶¶	
Does this proposal contain (check one for each question below):¶			
<input type="checkbox"/> YES - <input type="checkbox"/> NO - Trade Secret designation(s)¶			
<input type="checkbox"/> YES - <input type="checkbox"/> NO - Exception(s) to the State of Minnesota Grant Contract (Exhibit D)¶			
If you check YES to either question, you must include a statement with the proposal justifying each request/exception.¶			
<b>Certification by Authorized Representative:</b>			
Name: ¶¶¶¶		Title: ¶¶¶¶	
Original Signature: ¶¶¶¶		Date: ¶¶¶¶	

# CARD RFP Process

## Step 5

### Proposals reviewed, evaluated & selected

- Reviewed to make sure complete
- Evaluation based on criteria in RFP
  - Content
  - Qualifications
  - Impact(s)
  - CIP priorities
  - Budget
- Respondents notified
- No announcement of evaluation results



# CARD RFP Process

## Step 6 Contracts Negotiated

- State standard contract
- No work on project can begin during negotiation

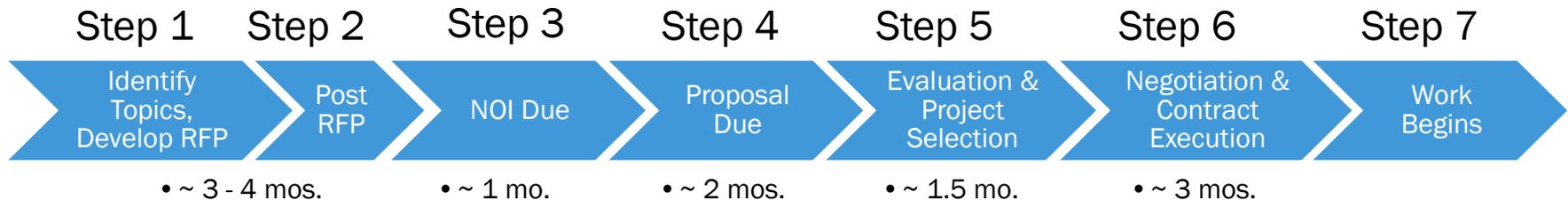
## Step 7 Work Begins

- Individual project once its contract fully executed
- Press release after all contracts fully executed



# CARD RFP Process

## RFP Timeline – typically about 1 year



## Project Timeline – typically 1 to 3 years

# Agenda

- ✓ CARD History & Background
- ✓ CARD RFP Process
- **Creating a Successful Proposal**
- Questions & Answers
- Stakeholder Input & Feedback

# Creating a Successful Proposal

## What is Commerce looking for?

- Working understanding of MN CIP
- Applicability to MN CIP
- Innovative technologies/technological approaches
- New program ideas & strategies



# Creating a Successful Proposal

## GOOD working understanding of MN CIP

- Role Commerce plays with utilities
- MN CIP program process
- Types of utilities in State and their priorities
- Utility regulator requirements

**At minimum, no misunderstanding**



# Creating a Successful Proposal

## Applicability to MN CIP

- Results and deliverables geared toward CIP program
- Ideally some plan on how to directly transfer research into CIP program offering
- TRM related research



# Creating a Successful Proposal

## Promising technologies/technological approaches

- Savings/applicability not yet documented
- Savings/applicability documented but
  - Climate differences
  - Market barriers
  - Other issues
- MN market potential
- Reviews of secondary research



# Creating a Successful Proposal

## New Program Ideas & Strategies

- Incorporate new technologies
- New or underserved market segments
- Deeper penetration of existing CIP offerings
- Transfer current offering to new building sector
- Assessments of programs from outside MN
- Transfer programs from outside MN
- Packaging IOU offering for COU



# Creating a Successful Proposal

## What Commerce Does Not want

- Product development
- Technology or approach already well-documented
- No or limited applicability to CIP programs



# Creating a Successful Proposal

## Some things you can do

- Review your evaluations from previous years
- Review proposals & evaluations of others

Commerce online document search tool:

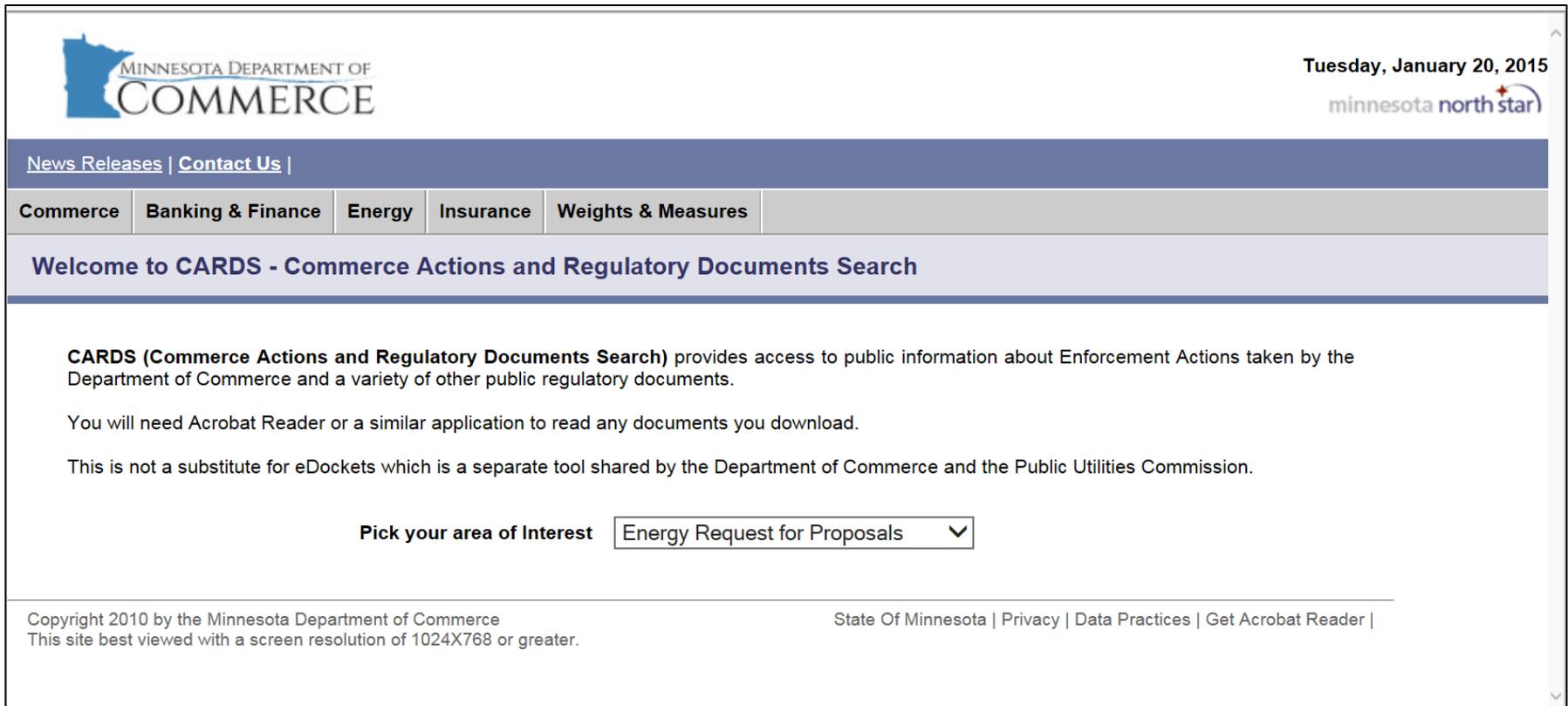
<https://www.cards.commerce.state.mn.us/CARDS/>



# Creating a Successful Proposal

## Go to Online Document Search Tool

## Select “Energy Requests for Proposals”



The screenshot shows the homepage of the Minnesota Department of Commerce's CARDS (Commerce Actions and Regulatory Documents Search) tool. At the top left is the Minnesota Department of Commerce logo. At the top right, the date "Tuesday, January 20, 2015" and the "minnesota north star" logo are displayed. Below the header is a navigation bar with links for "News Releases" and "Contact Us". A secondary navigation bar contains tabs for "Commerce", "Banking & Finance", "Energy", "Insurance", and "Weights & Measures". The main heading reads "Welcome to CARDS - Commerce Actions and Regulatory Documents Search". The main content area explains that CARDS provides access to public information about enforcement actions and other regulatory documents, and notes that users will need Acrobat Reader. A dropdown menu labeled "Pick your area of interest" is currently set to "Energy Request for Proposals". The footer contains copyright information for 2010 and links to the State of Minnesota, Privacy, Data Practices, and Get Acrobat Reader.

MINNESOTA DEPARTMENT OF  
COMMERCE

Tuesday, January 20, 2015  
minnesota north star

[News Releases](#) | [Contact Us](#)

Commerce | Banking & Finance | Energy | Insurance | Weights & Measures

### Welcome to CARDS - Commerce Actions and Regulatory Documents Search

**CARDS (Commerce Actions and Regulatory Documents Search)** provides access to public information about Enforcement Actions taken by the Department of Commerce and a variety of other public regulatory documents.

You will need Acrobat Reader or a similar application to read any documents you download.

This is not a substitute for eDockets which is a separate tool shared by the Department of Commerce and the Public Utilities Commission.

Pick your area of interest:

Copyright 2010 by the Minnesota Department of Commerce  
This site best viewed with a screen resolution of 1024X768 or greater.

State Of Minnesota | [Privacy](#) | [Data Practices](#) | [Get Acrobat Reader](#)

# Creating a Successful Proposal

## Select CARD RFP of Interest and click “Search”

MINNESOTA DEPARTMENT OF COMMERCE

Tuesday, January 20, 2015  
minnesota north star

News Releases | Contact Us

Commerce Banking & Finance Energy Insurance Weights & Measures

Welcome to CARDS - Commerce Actions and Regulatory Documents Search

[Back to CARDS Home](#)

Pick your area of interest: Energy Request for Proposals

Search Options for Energy Request for Proposals.

RFP Number	Topic ID	Responder Name	RFP Posted Date From	RFP Posted Date To	Document Type
-Select-	COMM-CARD01-20130501	COMM-CARD02-20130522	COMM-ENVREV01-20130219	COMM-ENVREV02-20131004	COMM-MPUC01-20131125
	COMM-STATEFAIR01-20130401	COMM-STUDY01-20130715	COMM-STUDY01-20140512	COMM-STUDY02-20130722	COMM-STUDY02-20140512
	COMM-STUDY03-20130819	COMM-STUDY04-20130903	COMM-SUNSHOT01-20130404	COMM-TRAINING01-20130610	COMM-WIND01-20131202
	OES-GESP01-20120130				

Search Tips

- You must fill in at least one of the search criteria.
- The more information you enter, the better your search results will be.
- Wild card characters will NOT work.
- Text fields are searched using "begins with". For example Ander for Anderson and Andersen.

Search Clear

# Creating a Successful Proposal

## Select the document you want list of results

[Back to CARDS Home](#)
[New Search](#)
[Refine Search](#)

Document Link	RFP Number	Document Title	Topic ID	Responder Name	Document Type	RFP Posted Date
<a href="#">View Document</a>	COMM-CARD01-20130501	Conservation Applied Research and Development Grant Program	COMM	Minnesota Department of Commerce	Amended Posted RFP Q & A	05/01/2013
<a href="#">View Document</a>	COMM-CARD01-20130501	Responder Evaluation Details	B-NOI13	Michaels Energy, Inc.	Individual Evaluation Summary	05/01/2013
<a href="#">View Document</a>	COMM-CARD01-20130501	Responder Evaluation Details	A-NOI22	Aeroseal, LLC	Individual Evaluation Summary	05/01/2013
<a href="#">View Document</a>	COMM-CARD01-20130501	Responder Evaluation Details	A-NOI16	Center for Energy & Environment	Individual Evaluation Summary	05/01/2013
<a href="#">View Document</a>	COMM-CARD01-20130501	Responder Evaluation Details	D-NOI12	Portland Energy Conservation, Inc.	Individual Evaluation Summary	05/01/2013
<a href="#">View Document</a>	COMM-CARD01-20130501	Responder Evaluation Details	D-NOI01	Midwest Energy Efficiency Alliance	Individual Evaluation Summary	05/01/2013
<a href="#">View Document</a>	COMM-CARD01-20130501	Responder Evaluation Details	C-NOI07	Minnesota Project, Inc., The	Individual Evaluation Summary	05/01/2013
<a href="#">View Document</a>	COMM-CARD01-20130501	Responder Evaluation Details	C-NOI03	Weidt Group, Inc., The	Individual Evaluation Summary	05/01/2013
<a href="#">View Document</a>	COMM-CARD01-20130501	Responder Evaluation Details	B-NOI12	Kilowatt Engineering, Inc. dba kW Engineering, Inc.	Individual Evaluation Summary	05/01/2013

# Creating a Successful Proposal

All documents are in PDF format

Responder Evaluation Details		
Michaels Energy, Inc.	COMM-CARD01-20130501	
Test or Demonstrate Innovative Program Implementation Strategies		
<hr/>		
RFP Title: Conservation Applied Research and Development Grant Program		
RFP Topic: B. Test or Demonstrate Innovative Program Implementation Strategies		
Submission Title: Mainstreaming Motel Optimization		
Requested Amt: \$335,024.00	Match Amt: \$14,850.00	Total Amt: \$349,874.00
<b>Evaluation Results</b>		
<input type="checkbox"/> Not Selected	<input checked="" type="checkbox"/> Selected	Funding Level:
<input type="checkbox"/> Rejected Prior to Full Evaluation		
Initial Review	<input type="checkbox"/> Pass <input type="checkbox"/> Fail	Reason: Comment:
Prelim Content Review	<input type="checkbox"/> Pass <input type="checkbox"/> Fail	Reason: Comment:
<hr/>		
Evaluator: A		
<u>Evaluation Criteria</u>	<u>Max Poss Pts</u>	<u>Awarded Pts</u>
<hr/>		
PROPOSAL CONTENT		
•Scope of Work and timeline realistic, coherent and achievable;	25	17.5
•Clear evidence of commitment from project partners, when applicable;		
<hr/>		

# Creating a Successful Proposal

Alternatively, return to refine your search

Welcome to CARDS - Commerce Actions and Regulatory Documents Search

[Back to CARDS Home](#)

Pick your area of Interest

**Search Options for Energy Request for Proposals.**

<b>RFP Number</b>	<input type="text" value="--Select--"/>
<b>Topic ID</b>	<input type="text"/>
<b>Responder Name</b>	<input type="text"/>
<b>RFP Posted Date From</b> Format: mm/dd/yyyy	<input type="text"/>
<b>RFP Posted Date To</b> Format: mm/dd/yyyy	<input type="text" value="--Select--"/>
<b>Document Type</b>	<input type="text" value="--Select--"/>

**Search Tips**

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- The more information you enter, the better your search results will be.
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# Creating a Successful Proposal

## Some other things you can do

- Leverage existing (or build new) relationships
- Partner with organizations/individuals
  - Understand MN CIP situation
  - Field research
  - Program implementation
  - Statistical analysis
  - Communication
- Conduct preliminary assessments or literature reviews
- Consider matching funds
- Call or email me with questions



# Creating a Successful Proposal

## Some things you shouldn't do

- Discuss with State staff *specific* funding topics in posted RFP
- Discuss with State staff *specific* ideas/proposals in response to posted RFP
- Expect CARD to fund long-term, ongoing support for programs or operations
- Use CARD project funding as way to promote a specific proprietary product or service to utilities
- Seek project partners or utility support at last minute
- Ask utilities for matching funds



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- ✓ CARD History & Background
- ✓ CARD RFP Process
- ✓ Creating a Successful Proposal
- **Questions & Answers**
- Stakeholder Input & Feedback

# Questions & Answers

**Please submit your questions via the chat box function if you have not already done so**



# Agenda

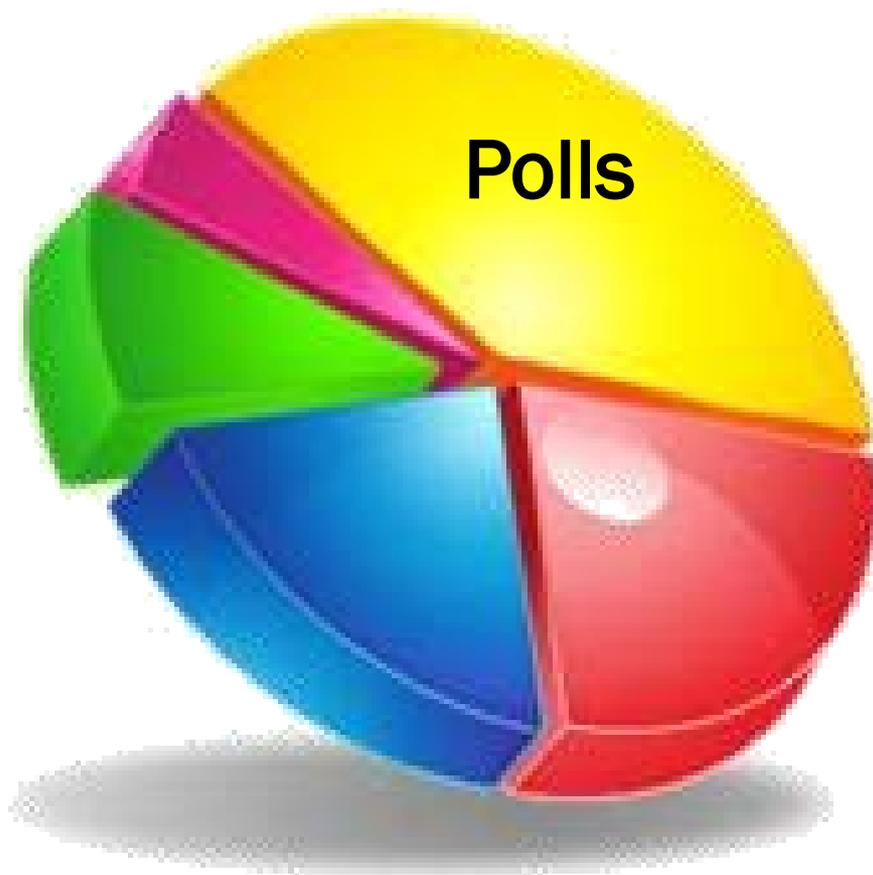
- ✓ CARD History & Background
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- ✓ Questions & Answers
- **Stakeholder Input & Feedback**

# Stakeholder Input & Feedback



**We want to LISTEN to You**

# Stakeholder Input & Feedback



# Stakeholder Input & Feedback



**We want to LISTEN to You**

## **Areas of possible input**

- CARD RFP process/timeline
- Communication about CARD program
- Dissemination of CARD project results
- Channels for your input
- Other Comments on CARD program

# CARD Stakeholder Meeting

## Wrap-up & Closing

Mary Sue Lobenstein

[marysue.lobenstein@state.mn.us](mailto:marysue.lobenstein@state.mn.us)

651-539-1872



[mn.gov/commerce/energy](http://mn.gov/commerce/energy)