

## Frequently Asked Questions (FAQs) About Energize Colleges

### 1. *What is the purpose of the Energize Colleges program and how it is funded?*

Energize Colleges is a Workforce Development and Training Program funded by California utility rate payers under the auspices of the California Public Utilities Commission. Energize Colleges was created to support California institutions of higher education in student energy career development through internships and education. The energy internships provide students applied learning opportunities through meaningful roles on campus and community projects. The education component focuses on diffusing energy efficiency (EE), distributed generation (DG), and demand response (DR) concepts within core curricula for accredited degree, certificate or pre-apprenticeship programs in energy-related fields. Energy education support services may include both improvement and development of new courses, certificates, and degree programs.

### 2. *What is the period of program implementation?*

The Energize Colleges program runs 2 ½ academic years, beginning in the fall of 2016 and continuing through the fall of 2018. The Energize Colleges program is intended to support and/or launch sustainable energy programs at each partner institution that will continue into the indefinite future, beyond the current cycle of funding provided by California rate payers.

### 3. *What are the benefits of participating in Energize Colleges for my institution?*

Higher education institutions participating in the statewide Energize Colleges program will access expert consulting, coordination and financial support from the environmental education nonprofit Strategic Energy Innovations (SEI), to develop and/or expand energy academic programs and to offer paid students internships that will develop students' knowledge and skills in the energy efficiency (EE), distributed generation (DG), and demand response (DR) career sectors. Through participation in Energize Colleges, campuses will gain:

- Expert consulting and support for development and integration of energy curriculum
- Access to faculty grants for improvement and development of new courses, certificates, or degrees
- Access to SEI's existing energy curricula library
- Added campus capacity to realize campus energy savings and sustainability education goals, including a full-time program coordinator in the form of a dedicated Climate Corps Fellow, fully subsidized in Year 1 and 50% subsidized in year 2
- Support in establishing 5-15 paid student energy internships annually connected to 1 or more energy career pathways

- Funding to pay student energy interns, fully subsidized in Year 1 and 50% subsidized in Year 2
- Increased student awareness of career options in energy efficiency-related fields
- Support to create a pipeline from local high schools into college energy education programs
- Development of a network of Energize Colleges participants including: faculty, administrators, Fellows, students, area high schools, agencies and employers
- Statewide shared best-practices and cross-campus collaboration to support continuous improvement of energy education and career preparation programs

#### 4. *Who is Strategic Energy Innovations (SEI) and how are they connected to Energize Colleges?*

Strategic Energy Innovations (SEI) a non-profit organization with a 19-year history, dedicated to actions that sustain our planet. SEI creates green communities by designing sustainability programs around four key sectors that make up the foundation of all communities: education, housing, government, and the workforce. SEI's creative team of problem solvers encourages these four key sectors of a community to adopt clean energy technologies and energy conservation practices by providing exceptional technical assistance, building community engagement, facilitating utility saving actions, identifying low-cost retrofit strategies to increase energy and water efficiency, and providing education and training opportunities for students. SEI's work in eco-smart education enables students to explore green sector career pathways through real-life work experience. The SEI team is excited to launch the new Energize Colleges program as the program implementer.

Energize Colleges is SEI's latest energy education program, that in tandem with Energize Schools ([www.energizeschools.org](http://www.energizeschools.org), [www.energizeschools-sd.org](http://www.energizeschools-sd.org)), supports faculty to provide energy education and real-world project learning opportunities to K-college students.

#### 5. *What is Climate Corps, and how is it connected to Energize Colleges?*

Climate Corps is bridge-to-career fellowship program that is managed by SEI. Climate Corps gives emerging climate leaders and sustainability professionals the opportunity to develop valuable work skills, experience, and professional networks that prepare them for a meaningful career in the environmental field. Climate Corps Fellows are placed at a variety of organizations, including local government, educational, non-profit, and for-profit organizations, for a 10-month Fellowship position. Through Energize Colleges, Climate Corps Fellows will be recruited, placed, and supported at each of the participating institutions across the state. For more information on Climate Corps, please visit our website: <http://www.climatecorps-bayarea.org>

6. *Are we required to host a Climate Corps Fellow?*

Through Energize Colleges, your institution will be provided with a dedicated Climate Corps Fellow (whom you help to select) for each academic year, who is fully funded Year 1 and is part of the 2016-17 Climate Corps statewide cohort. Climate Corps Fellows represent emerging professionals recently out of a higher education program, that could include graduates of your institution. Fellows will be part of a statewide cohort and participate in monthly trainings (focused on both technical and soft skills) that SEI offers in the Bay Area and will pay to have your Fellow attend. These trainings culminate in a professional certificate issued through our academic partner, Skyline College. In Year 2 of the program, you will be provided with a new Fellow (part of the 2017-18 cohort) who is 50% funded through Energize Colleges. Participating institutions that can provide for a full time equivalent (FTE) to coordinate Energize Colleges program elements are not required to host a Fellow. We highly recommended that participating campuses take advantage of Fellow capacity and ability to coordinate Energize Colleges projects for the two primary program years: 2016-17 and 2017-18. We strongly advise campuses to take advantage of this *free staffing resource* for colleges in the first year of the program, to assist with the substantive task of launching the Energize Colleges program. Colleges can choose to assume management of Energize Colleges at their campus with a full-time staff member in Year 2 or by the start of Year 3 (fall 2018), but the Climate Corps program will continue to provide a cost-effective program management staffing opportunity into the future.

7. *Will the Energize Colleges Fellow have the capacity to work on other campus projects outside of Energize Colleges?*

The Energize Colleges Fellow at each participating campus will have a full scope of work leading the energy internship and education programs. However, the Fellows in their role, along with the student energy interns, can help to address a wide range of campus energy and sustainability initiatives, such as finalizing a campus Climate Action Plan or developing a plan for and pursuing energy efficiency retrofits and renewable energy investments.

8. *What is the value of participating in Energize Colleges and what is the corresponding financial commitment for my institution to participate in Energize Colleges?*

In the first academic year, Energize Colleges covers the full program cost for all participating institutions. Campuses receive the benefit of the Climate Corps Fellow unless they choose to provide 1FTE equivalent. Institutions are expected to internalize 50% of the cost of these designated program elements in Year 2: the Climate Corps Fellow and the cost of student internships, and internalize full-cost of these program elements in Year 3. This program is designed to fully support program launch and create a gradual transition to campus program ownership in an effort to create lasting, sustainable programs at each participating college.

The average basic cost commitment for institutions for on-campus program management through a Climate Corps member and internships (assuming an average of 10 interns per year) in Year 2 is estimated at \$25,000, which is 50% of the cost of paid student internship positions (assuming an hourly rate of \$13/hour plus 15% for taxes and insurance fees) and the cost of a dedicated Climate Corps Fellow. The average basic cost of participation for Year 3 for internship payments and the Fellow is estimated at \$50,000. The following table provides a breakdown of the full value to campuses for participation.

	Value to Each Campus	Campus Commitment
Year 1: 2016-2017	<ul style="list-style-type: none"> <li>Full-time Fellow to manage program on campus (\$34,000 through Climate Corps)</li> <li>Average of 10 paid student internships (\$15,000)</li> <li>Faculty grants (estimated at \$10,000 for grants up to \$5,000 per project)</li> <li>SEI consulting and support to establish internships, develop academic resources and programs, and supervise campus Fellow (estimated at \$40,000)</li> <li>SEI curriculum access and license (estimated at \$2,000)</li> </ul>	<ul style="list-style-type: none"> <li>Fellow and campus-based intern workspace</li> <li>Onsite Fellow Supervisor (estimated at 5-8 hours/ week)</li> <li>Student intern academic credit (if applicable)</li> <li>Faculty course/curricula development time &amp; effort (subsidized through faculty grants)</li> </ul>
	<b>Total Value:</b> \$101,000	<b>Total Value:</b> Varies by campus
Year 2: 2017-2018	<ul style="list-style-type: none"> <li>50% cost of full-time Fellow</li> <li>50% cost of 5-15 paid student internships</li> <li>Faculty grants up to \$5,000 per project</li> <li>SEI consulting and support to manage campus Fellow, student internships, consult on projects and develop academic resources and programs</li> <li>SEI curriculum access and license</li> </ul>	<ul style="list-style-type: none"> <li>Fellow and campus-based intern workspace</li> <li>On-site Fellow Supervisor (estimated at 5-8 hours/ week)</li> <li>Student intern academic credit (if applicable)</li> <li>Faculty course/curricula development time &amp; effort (subsidized through faculty grants)</li> <li>50% of Year 2 Fellow</li> <li>50% of Interns cost</li> </ul>
	<b>Total Value:</b> \$77,000	<b>Total Value:</b> \$25,000 in direct costs + variable in-kind services
Year 3: 2018-2019	<ul style="list-style-type: none"> <li>Faculty grants up to \$5,000 per project</li> <li>SEI consulting and support to manage internship projects and develop academic resources and programs</li> <li>SEI Fellow regional supervision</li> <li>SEI curriculum access and license</li> </ul>	<ul style="list-style-type: none"> <li>Fellow and campus-based intern workspace</li> <li>On-site Fellow Supervisor</li> <li>Student intern academic credit (if applicable)</li> <li>Faculty course/curricula development time &amp; effort (subsidized through faculty grants)</li> <li>100% of Year 3 Fellow</li> <li>100% of Interns costs</li> </ul>
	<b>Total Value:</b> \$31,500 (through Fall 2018)	<b>Total Value:</b> \$50,000 in direct costs + variable in-kind services

9. *Does my institution need to participate in both the energy internship and education components of Energize Colleges?*

Yes, institutions must participate in both components. The goal of Energize Colleges is to enhance student energy career exposure and experience through project-based learning support and through internships on campus or in the community.

10. *Describe the available faculty educator stipends/grants.*

Through Energize Colleges, faculty are eligible for a variety of support services, including faculty grants up to \$5,000 to help cover the costs of instructional materials, field and lab experiences, and faculty time dedicated to enhancing existing and creating new courses, degrees, and certificates. In addition to faculty grants, we offer implementation support, assistance in integrating project-based learning experiences into existing courses, curriculum design services, instructional planning, co-instruction, existing curriculum, curriculum adaptation and development support, and train-the-trainer workshops.

When applying for grants, faculty will be asked to submit a project proposal and budget to Energize Colleges for review. Average grants will range from \$2,000-\$4,000, but will be offered up to \$5,000, to cover the cost of instructional materials, enrichment experiences such as field trips, and faculty time spent on course and program enrichment and development. Larger grants are designed for substantial projects, such as new Certificate and Degree development. Smaller grants can also be used to enhance existing approved courses, certificates, and degrees through infusion of project-based, experiential learning, within the framework of the approved outline.

We recognize that the approval timeline for new courses, certificates, and degrees is long. Our role is to assist with design and to help ease the burden of getting new projects into the approval pipeline. Curriculum plans will be developed with faculty at the outset of the program, with the goal of prioritizing new courses, certificates, and degrees for design and the launch of the approval process, knowing that full approval and implementation may take longer than the grant period.

Overhead and overtime is limited to 25% for faculty grants and should be reflected in proposed project budgets, if applicable.

Grants award payments will be made in two installments, with 50% of the grant given at the onset of the project, and the remaining 50% awarded upon project completion and demonstration of project outcomes.

*11. What are the types of courses that can be expanded or designed under this program?*

Energize Colleges will support the development of new energy courses, degrees, and certificates, as well integration of energy project-based learning experiences into existing courses, to deepen and expand energy career preparation on your campus.

Specifically, we will support faculty to expand and create academic programs and learning experiences around the following 8 energy career pathways:

1. Energy Engineering: energy efficiency, energy storage, the smart grid, and the energy-water nexus
2. Environmental Controls Technology: HVAC, Building Commissioning, Operations, and Building Controls
3. Solar Design, Sales, and Estimation
4. Installation & Maintenance: EE retrofitting, HVAC, lighting, solar & retro-commissioning
5. Energy Auditing
6. Energy Storage
7. Energy & Environmental Management: utility bill analysis and monitoring, policy, utility program management, and government
8. Building Construction & Architecture

*12. How are student internships structured? How many student internships is my institution able and obligated to offer?*

Campus student interns are recruited and selected by the host institution, with support from Energize Colleges each new academic term. These paid interns work an average of 8-10 hours per week for the course of their academic term (~10-14 weeks), at local minimum wage or standard campus pay rate.

Energize Colleges is looking to work with institutions that can offer an average of 10 paid student internship opportunities per academic year. We recognize the varying feasibility for accommodating this number of interns, based on campus size and enrollment, and expect a minimum of 5 internships per year in the case of small schools and upwards of 20 internships per year in the case of larger schools.

*13. How are student internship projects identified?*

Identifying student internship projects will be a joint role of the host institution, Campus Fellow, SEI Team, community employers, and campus stakeholders. Together, these members will solicit projects and scope project roles by academic term.



*14. What avenues are available to my campus to provide for student internships?*

Energize Colleges will provide the cost of internship pay and payroll costs in full the first year and will employ and subsidize the cost of half of the student interns the second year. By the start of the 3<sup>rd</sup> academic year (fall 2018), participating institutions are expected to take on full financial ownership of the student internships. Campus compensation channels for students can take a variety of paths that include: Work-study, campus grants, community student intern employers, etc.

*15. What is the expectation around high school connections with our institution under Energize Colleges?*

Interns at each institution are expected to collectively engage with a minimum of 1,000 high school students in their region throughout the course of the 3-year program. High school interaction can include but is not limited to: instructional support, guest presentations, college and career fairs, course project support, school and community project support. Connections to high school instructors and students, instructional planning, and support will be provided by the Energize Colleges team and Fellows.

*16. Who is the employer of record for Energize Colleges Fellows and interns? How does this responsibility shift over the program period?*

For academic years 1 and 2, Strategic Energy Innovations acts as the employer of record for both the Climate Corps Fellows and Energize Colleges student interns.

Starting in academic Year 2 and completing in Academic Year 3, the institution will become the employer of record for some and then all student interns. If a campus elects to continue hosting a Climate Corps Fellow, then SEI will remain the employer of record for this turnkey staffing support resource.

*17. If I/we still have questions or concerns, how can we learn more about Energize Colleges?*

If you have questions about Energize Colleges, please email us at [connect@energizecolleges.org](mailto:connect@energizecolleges.org) and one of our team members will respond to you promptly. You may also reach Program Manager Steve Miller at 415-507-2186.