Project Objective

The primary objective of the 2012 Fellowship at <mark>Company XYZ</mark> *is to identify and analyze energy efficiency projects. The projects identified will be evaluated by financial returns and environmental impact.*

Scope (Timing and Location)

For example: Three office buildings in <mark>anytown</mark>, *USA will be assessed for energy reduction measures. The official time commitment will be from* <mark>June 1st – August 1st</mark>. *Time permitting; the scope of this project could expand to examine additional office locations.*

Approach and Timing

Phase 1: Research and Data Gathering (Weeks 1-4)
   o *Identify personnel in Facilities, IT, Operations, Manufacturing, & Finance as key contacts using the EDF barriers tool as a starting point.*
   o *Gather data from energy audit and utility bills including: current leasing structure, energy consumption, cost of electricity, etc.*
   o *Research rebates and incentives offered by city, county, state, and federal government.*
   o *Identify upcoming capital expenditures for HVAC, EMS, data center, and replacement schedules for PCs, lightning, and other office equipment.*
   o *Obtain quotes and bids on projects that require external expertise.*

Phase 2: Analysis (Weeks 5-9)
   o *Conduct environmental and financial analysis on projects identified*
   o *Rank projects and perform analysis to understand how they interact. i.e. the combined payback of several projects may be greater than the sum of the individual components*
   o *Create final presentation and report*

Phase 3: Present Business Case (Week 10)
   o *Organize analysis based on best financial and environmental return*
   o *Develop list of next steps and suggestion of timetable for implementation*
   o *Deliver final report, presentation, and supporting data to stakeholders (Company and EDF)*

Deliverables

As a result of the above activities, I will provide <mark>Company XYZ</mark> *with the following:*

- *Summary of financial (NPV of costs savings) and environmental impact (kWh and CO_2 saved) of projects including methodologies*
- *Final written report with implementation strategies and key findings*