

CHECKLIST: Key components of an Energy Plan

STEPS

The component below can help you lead, or manage a consultant to lead an energy planning process in your community:

1. **Collect energy data and analyze:** Identify all sources of energy in your community and collect the data for a given year. Determine average energy use per housing type. Use the sample Excel spreadsheet provided in Module 3.
2. **Forecast future energy use:** This can be based on population growth expected for your community. For simple forecasts, use a linear projection, e.g. electricity demand grows at the same rate as the population.
3. **Identify actions to reduce energy demand:** Identify the “low hanging” fruit, starting with envelope upgrades. These are actions that can be easily implemented for low cost, yet have a great impact. Air leakage sealing is an example of this. Estimate costs and the amount of energy saved from these actions.
4. **Identify renewable energy opportunities:** Based on your community’s goals and vision, identify viable renewable energy technologies. At this stage, detailed cost estimates are not important as those can be developed in another project.
5. **Develop a timeline:** Set a staged approach to implementing the actions identified to reduce energy demand. Include yearly budgets for demand side management activities.