

Monday, February 5, 2024

5:15 PM

E.D. Locke Public Library
5920 Milwaukee St, McFarland

AGENDA

1. CALL TO ORDER
2. PUBLIC APPEARANCES AND COMMUNICATION
 - a. This is an opportunity for members of the public to address the Library Board for items that are on or not on the agenda. Meeting attendees wishing to address the Board about items not on the agenda may do so at this time. Members of the public who are present in person and wish to address the Board should fill out a public comment form and turn into the meeting chairperson. When you are called upon to speak, state your name, address, and provide your comments to the Board for their consideration. Please adhere to the 3-minute time limit. Additionally, you may send your public comments to hcox@mcfarlandlibrary.org to be included as part of the meeting.
3. ACTION ITEMS
 - a. Motion to approve the minutes of the January 2, 2024 meeting.
 - b. Motion to approve the January invoices
4. INFORMATION ITEMS
 - a. Budget Update
 - b. Director's Report
 - c. Monthly Statistical Report
 - d. Community Center
5. ITEMS FOR DISCUSSION AND POSSIBLE ACTION
 - a. 2023 Annual Report
 - b. Collection Development Policy
 - c. Library Board Trustee Job Description
6. ADJOURNMENT

Any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format should contact the McFarland Municipal Center at (608)838-3153, 5915 Milwaukee Street, McFarland, Wisconsin, or village.clerk@mcfarland.wi.us by 2:00 p.m. at least 5 business days prior to the meeting so that any necessary arrangements can be made to accommodate each request. If the meeting or request is less than 5 business days from the meeting, requests for accommodations may still be made and reasonable efforts will be made to accommodate each request.

VILLAGE OF MCFARLAND

Library Board Minutes

Tuesday, January 2, 2024 - 5:15 PM

1. CALL TO ORDER

Ken Machtan called the Library Board to order at 5:15 p.m. the E.D. Locke Public Library, meeting room 103.

Members present: Luke Fessler, Evan Richards, Ken Machtan, Staci Fritz, Peter Sobol

Members not present: Karin Mandli, Mona Nelson

Staff Present: Heidi Cox, Library Director

2. PUBLIC APPEARANCES AND COMMUNICATION

- a. *This is an opportunity for members of the public to address the Library Board for items that are on or not on the agenda. Meeting attendees wishing to address the Board about items not on the agenda may do so at this time. Members of the public who are present in person and wish to address the Board should fill out a public comment form and turn into the meeting chairperson. When you are called upon to speak, state your name, address, and provide your comments to the Board for their consideration. Please adhere to the 3-minute time limit. Additionally, you may send your public comments to hcox@mcfarlandlibrary.org to be included as part of the meeting.*

3. ACTION ITEMS

- a. *Motion to approve the minutes of the December 4, 2023 meeting.*
Motion by Member Evan Richards, second by Member Peter Sobol, to approve the minutes of the December 4, 2023 meeting. Motion carries 5 - 0 - 0 by acclamation.
- b. *Motion to approve the December 2023 invoices*
Motion by Member Staci Fritz, second by Member Peter Sobol, to approve the December 2023 invoices totaling \$42,204.76. Motion carries 5 - 0 - 0 by acclamation.

4. INFORMATION ITEMS

- a. *Budget Update*
- b. *Director's Report*
- c. *Monthly Statistical Report*
- d. *Community Center*

5. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

- a. *Collection development Policy*
The board discussed changes to the Collection Development Policy. The Library Director will present an updated draft at the February Library Board Meeting.
- b. *Public Door Upgrade Project*

Motion by Member Evan Richards, second by Member Peter Sobol, to approve Public Door Upgrade Project not to exceed \$24,000. \$5000 will come from the capital budget and the remainder of the project expense will come from the library fund balance. Motion carries 5 - 0 - 0 by acclamation.

6. ADJOURNMENT

Motion by Member Peter Sobol, second by Member Staci Fritz, to adjourn at 5:52

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin boards in accordance with Open Meetings Law.

Respectfully submitted,
Heidi Cox
Library Director

E. D. Locke Public Library

January 2024 Invoices

Vendor	Sum of Amount	Description
AMAZON CAPITAL SERVICES	\$1,417.73	CDs, DVDs, Books, Office Supplies, Program Supplies
ARAMARK	\$301.65	Mat Rentals
CORPORATE BUSINESS SYSTEMS	\$399.47	Copier lease
DEMCO INC	\$433.84	Library Supplies
FRONTIER	\$397.37	Phone Bill
GEE FUNNY FARM	\$350.00	Summer Reading Program Performer Fee
INGRAM LIBRARY SERVICES	\$2,691.31	Books
J. M. BRENNAN, INC	\$2,138.61	HVAC Maintenance
LARSON, RON	\$25.00	Program Fee
LEONARD, QUINN	\$490.00	50/50 Raffle winnings
LIBRARY FURNITURE INTERNATIONAL INC	\$27,679.11	Children's Shelving Project
MIDWEST TAPE	\$4,589.90	Hoopla
NICHE ACADEMY LLC	\$2,500.00	Training Software
RIVISTAS LLC	\$2,694.73	Magazine Subscriptions
SOUTH CENTRAL LIBRARY SYS	\$59,119.56	ILS, Technology, and Overdrive Fees
THE MCFARLAND THISTLE	\$98.00	Newspaper Subscription
US CELLULAR	\$43.75	Cell Phone
WISCONSIN LIBRARY ASSOCIATION	\$155.00	Membership Dues
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Total	\$105,525.03	

Gift Fund

Madison Community Foundation	\$5,400.00	Endowment funds that were donated to the library
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Grand Total	\$110,925.03	
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2024 Budget Update								
REVENUES								
		Budget Amount	January Estimated	YTD Actual	% of Budget total	% to hit target	amount it should be to hit target	2023 Projected
Property Tax	41000	\$ 768,000.00	\$ -	\$ -	0.00%			\$ 768,000.00
County Library Aids	43000	\$ 352,250.00	\$ -	\$ -	0.00%			\$ 281,250.00
Library Fines	45000	\$ -	\$ 611.75	\$ 611.75				
Interest	48100	\$ 2,000	\$ 4.80	\$ 4.80	0.24%	8%		57.6
Library Fees	46000	\$ 2,000	\$ 101.05	\$ 101.05	5.05%	8%	\$ 166.67	\$ 1,212.60
		\$ 1,124,250.00	\$ -	\$ -	0.00%	8%		\$ 1,050,520.20
Expenditures								
Salaries	110	\$433,500.00	\$ 31,144.32	\$31,144.32	7.18%	8%	\$ 36,125.00	\$ 325,872.00
Part-time	120	\$209,000	\$ 14,016.82	\$14,016.82	6.71%	8%	\$ 17,416.67	\$ 105,504.00
Health Insurance	130	\$122,000	\$ 4,578.54	\$4,578.54	3.75%	8%		\$ 104,016.00
Retirement	131	\$36,000	\$ 1,264.23	\$1,264.23	3.51%	8%	\$ 3,000.00	\$ 26,244.00
SS/Medicare	132	\$49,250	\$ 3,239.36	\$3,239.36	6.58%	8%		\$ 31,152.00
Other Benefits	135	\$2,500	\$ 43.88	\$43.88	1.76%	8%		69.73*12
Expense Reimbursement	141	\$ -		\$0.00	#DIV/0!	8%		\$ 500.00
Total Personnel		\$852,250.00	\$ 54,287.15	\$54,287.15	6.37%	8%	\$ 71,020.83	\$ 592,788.00
Support Services	210	\$ 12,000	\$ -	\$ -	0.00%	8%	\$ 1,000.00	\$ 36,250.00
Consulting Services	211	\$ 48,750	\$ 48,532.00	\$ 48,532.00	99.55%	8%	\$ 4,062.50	\$ 46,059.00
Utilities	220	\$ 40,000	\$ -	\$ -	0.00%	8%	\$ 3,333.33	\$ -
Communication	221	\$ 5,750	\$ 314.50	\$ 314.50	5.47%	8%	\$ 479.17	\$ 3,774.00
Equipment Maintenance	240	\$ 9,000	\$ 66.98	\$ 66.98	0.74%	8%	\$ 750.00	\$ 9,000.00
Facility Maintenance	242	\$ 23,250	\$ 259.96	\$ 259.96	1.12%	8%	\$ 1,937.50	\$ 21,250.00
Other Contractual Services	290	\$ -	\$ -	\$ -	0.00%	8%	\$ 1,937.50	\$ -
Total Services		\$ 138,750.00	\$ 49,173.44	\$ 49,173.44	35.44%	8%	\$ 13,500.00	\$ 116,333.00
Office Supplies	310	\$ 9,000	\$ 296.44	\$ 296.44	3.29%	8%	\$ 750.00	\$ 9,000.00
Postage	311	\$ 250	\$ -	\$ -	0.00%	8%	\$ 20.83	\$ -
Dues	320	\$ 750	\$ 155.00	\$ 155.00	20.67%	8%	\$ 62.50	\$ 265.71
Meeting Expenses	330	\$ 1,000	\$ -	\$ -	0.00%	8%	\$ 83.33	\$ 1,000.00
Training Expenses	331	\$ 3,250	\$ -	\$ -	0.00%	8%	\$ 270.83	\$ 2,750.00
Operating Supplies	340	\$ 5,500	\$ -	\$ -	0.00%	8%	\$ 458.33	\$ 5,500.00
Technology	342	\$ 32,000	\$ 2,500.00	\$ 2,500.00	7.81%	8%	\$ 2,666.67	\$ 15,500.00
Collection - Print	344	\$ 60,000	\$ 3,602.67	\$ 3,602.67	6.00%	8%	\$ 5,000.00	\$ 5,500.00
Collection - AV	345	\$ 12,500	\$ -	\$ -	0.00%	8%	\$ 1,041.67	\$ 12,500.00
Library Miscellaneous	390	\$ -	\$ -	\$ -	#DIV/0!	8%	\$ -	\$ 250.00
Programming	391	\$ 9,000	\$ 481.57	\$ 481.57	5.35%	8%	\$ 750.00	\$ 9,000.00
Other Total		\$ 133,250.00	\$ 7,035.68	\$ 7,035.68	5.28%	8%	\$ 11,104.17	\$ 61,265.71
Total Budget		\$1,124,250.00	\$ 110,496.27	\$ 110,496.27	9.83%	8%	\$ 93,687.50	\$ 770,386.71

January Highlights

- **Village News** - Luke Fessler will give an update
- **Friends** – Staci Fritz will give an update

Endowment – The total in endowment funds since 12/31/23 is \$190,643.

Library Facilities Management

- **HVAC** –
 - Outside of our boiler project we have two issues:
 - JM Brennan is looking into getting new covers for the condensing unit outside. The coils on the unit fill with cottonwood in the summer if they aren't cleaned weekly, the unit overheats and shuts down. The new covers will slow the buildup down.
 - The condenser is telling the solenoid to turn on all of the time which is causing them to burn out.
- **Electrical/Lighting**
 - I'm still working on getting a quote for the lighting control system and the surge suppression projects.
- **Shelving/Furniture**
 - Amy and Heather are working on re-categorizing the picture books for the new face out shelving. The shelving has been delivered and is in place.
- **Door openers** – I am working with LaForce and Boldtronics to update the door openers on our front doors so that the lockers can be used before and/or after hours. I think installation will be in late February or Early March.
- **Meeting Room AV upgrade** – in the meeting room will be upgraded Feb29-March 1. The new improvements include adding a tablet for AV setup instead of the dial and options for wireless presentations.
- **2024 Capital Projects** – The 2024 Capital Budget was approved and includes funds to reroof the library and an HVAC upgrade for the control system.
- **Plastic Recycling** – The Friends completed their goal of recycling 1000 pounds of plastic and our free bench has been ordered. The bench will be placed in front of the library by the planter.
- **Teen Librarian Vacancy** – We will be holding interviews on February 7-8. We have six really good candidates to interview.
- **WLA page "Bills we're watching"** – WLA has created a page on their website that lists the pieces of legislation that pertain to school and public libraries. <https://www.wisconsinlibraries.org/bills-we-re-watching>
- I've included two studies in this month's packet that the village had done. The library is mentioned in each of them.

Circulation Services (Kelly Heasty)

MAGAZINES & NEWSPAPERS:

Placed order with Rivistas for 2024 year: Added Crochet World to replace Crochet! Magazine, which ceased. Other ceased magazines in 2023: Catster, J-14, Runner's World, Woman's Day (only available through direct order). We also decided not to reorder Golf Magazine, as the Circ was negligible and no record of any browsing.

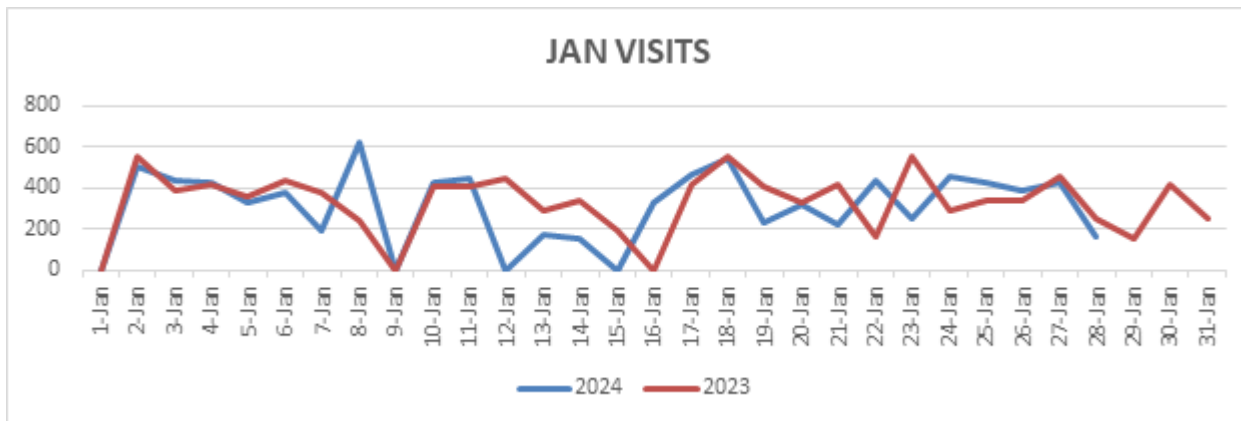
OTHER:

- Continue to receive on-line library card apps via Civic Plus – average 1-2/week.
- Joined HIVE project management and did some poking around/training

BOOKCLUBS:

- Wed afternoon book club on Jan 10, Community Room, Selection: YA book, Firekeeper's Daughter. 6 in attendance
- Facilitated Sara's Mystery Book Club while she was out sick
- Made some adjustments to the Fabulous 4 bookclub, as they have a new member who likes Large Print.
- Ordering for: Wed afternoon book club, Skaalen, Prairie Stone Book club and Fab 4 book clubs now.

JAN LIBRARY VISITS: TREND



Youth Services (Heather Kent)

Storytime:

2024 started right off with storytime resuming on the 2nd. Our programs continue to have great attendance with an interesting increase to our Thursday Little Bodies, Big Feelings program. This program is a smaller group with programming designed to foster success for children both with and without developmental challenges. Heather has had a few teachers in Madison reach out about having their neurodivergent early childhood students attend programming at the library and especially at the Thursday program.

Programming:

Zumbini Session 2: Hili and the Dance continued this month with lots of enthusiasm. Registration for the next session (which starts Feb 14th) opened on Monday the 29th and filled within 24 hours.

Dungeons and Dragons club met twice this month on the 2nd and 16th. This is a fun and enthusiastic group. Heather has also gotten a new resource book about how to fine tune this type of programming at public libraries that she is very excited to explore.

The Magic Tree House book club did not meet this month. Because of the weather Heather cancelled this month's meeting. We will meet in February and discuss both the January book and the February book.

Programming continued in Cottage Grove with Heather going the 1st and 3rd Friday of the month. She is offering storytime on the 1st and Zumbini on the 3rd. Tracy Philippi, the Cottage Grove staff, holds a coffee meet up on the days that Heather is not there.

Lego Club met on the 17th with a challenge to create zip line cages for lego figures. Heather is hosting this program until the new youth services school age/teen programming librarian is hired.

Thursday, January 18th everyone was bending and stretching as part of our PJ Storytime: Family Yoga Storytime. We shared a book about how Dinosaurs Don't Do Yoga and then did a family yoga session. This was a fun experiment in programming with the families and it was fun to see all the attendees having a fun time. (Heather's helper on the yoga mat was Wynn's daughter Willa)



Teen Snack and Chat returned on Monday, January 22nd. Heather is hosting this program until the new youth services school age/teen programming librarian is hired. It was fun to introduce the teens to shrink dinks – something they thought was a “new fad” from pintrest.

Volunteens were unable to meet this month because of the weather but Heather made sure to send out the Sign Up Genius link for the month. She has added two new volunteer opportunities for the teens – asking them for help during the Magic Tree House Book Club and the Lego Club. We had two helpers for the Lego Club and would have had 2 if Magic Tree House had met. For February we already have most of the opportunities signed up for.

Other

New shelving has arrived in the children's library. Books are slowly making their way in to the shelves and it will be great when it is all done.

In January Heather registered for an online course offered by Bari Koral about teaching yoga to children. Heather uses Bari's programs in a lot of her family programming and this will give new resources for our programming.

Adult Services (Sara Hendrickson)

Craft Club

- We had 10 people register for December's Craft Club. Everyone did a fantastic job with their embroidered gift tags and cards. One regular craft patron said it was her favorite craft club craft to date!
- Picked January's craft: DIY embellishing journals. Katie came up with the idea. Created marketing for the craft, purchased necessary materials for the craft, and made two different examples for patrons to follow.
- We had 20 people register for January's Craft Club, including a few new people who had not come before. We pulled all our materials off the shelves for the patrons to use. This craft was individually guided rather than following a specific way to make something. Every journal was unique and turned out great.
- Picked February's craft: Melted candle designs. Created marketing for the craft, purchased materials, and tried out the craft to make sure it would work.

Mystery Book Club

- We had 13 people attend December's book club (including another new face) and 9 people attend January's book club.
- Updated marketing and created bookmarks for January and February's book.

Other

- Katie created 50 adult take-and-make crafts for Craft-a-palooza, and all 50 crafts were gone by the end of the day! Based on these numbers, we will plan for more for next year's craft.
- Our first round of technology workshops was Friday, December 8 and Saturday, December 9. They were on Basic Cybersecurity Practices. 17 people attended in person on the 8th and 5 people attended in person on the 9th. We livestreamed both days; as of today, 22 more people have watched the workshops via our YouTube channel.
- We had some new faces attend our Family Card Games on December 9. Having refreshments is definitely a draw. We are also going to start doing a food/money donation for a prize drawing for a new game. This will start at our next game day on February 10.
- Our second round of technology workshops was Friday, January 5 and Saturday, January 6. They were on Mobile Device Basics for Android and Apple/iOS, respectively. Due to sickness and no voice, Katie stepped in and led the workshops. 13 people attended the Android Workshop and 11 people attended the Apple/iOS Workshop. We livestreamed both and had McFarland Cable record the Apple; as of today, 74 people have watched the Android Workshop and 82 people have watched the Apple/iOS Workshop. The overall response from our technology workshops shows a need to continue to offer these programs. We also reminded all attendees that they could schedule one-on-one tech help with Katie or myself.
- We were able to reschedule our Badger Talk with Dorothea Salo on Wednesday, January 10. Her presentation was about saving your family memories, and steps you can take to preserve photos, videos, and audio clips. Six people attended in person, and as of today, 69 people have watched our livestream. We also had McFarland Cable record the program.
- Programs that are in the works for this spring/early summer: a bookmaking program with Katie, a College Savings Program, an author visit with Lesa Knollenberg (*Corpse Pose*), an event or two for

Poetry Month (April), Bird Festival, a musical program with Colombian singer-songwriter Angela Puerta, and a TNW Ensemble Theater preview.

- Created marketing for Family Board Game Day, Norman Rockwell Art Talk, and Mystery of McFarland Place Names: flyers, website, TV display slides, Facebook, and Instagram.
- Sent adult programming information to the Thistle, Senior Outreach, McFarland Communications Department, Nextdoor McFarland, and McFarland's Community & Economic Development Specialist.

Collections & Other Services:

- Displays (tying in online resource promotion when possible)
 - Read Alike Displays
 - *The Bee Sting* by Paul Murray
 - *The Exchange: After the Firm* by John Grisham
 - *First Lie Wins* by Ashley Elston
 - *Northwoods* by Amy Pease
 - Holiday Fiction (created by Katie, AS assistant)
 - Crafting (created by Katie, AS assistant)
 - MLK Day (created by Katie, AS assistant)
 - Black voices (created by Katie, AS assistant)
 - Regional Food Cookbooks (created by Katie, AS assistant)
 - Forlorn and Forgotten Books
 - College Prep Money Smart Wisconsin Scholarships
 - Anti-Valentine's Books
- Attended webinars for Springshare Software, PLA Grant, LibCal, and Black Voices for Black History Month.
- Completed final proctoring session for Madison College student. Reached out to professor to let him know we are happy to continue proctoring for him or other professors.
- Attended a meeting for Beyond the Page. This year's large collaborative grant will be "Latine Music and Dance." We are fortunate to have Angela Puerta come in May as part of this grant.
- Had meetings for Niche Academy, a new online video resource platform for patrons and staff. We will be able to use this platform to link "how-to" videos for many of our current online resources. This allows patrons the ability to get help with resources when staff is unavailable. It also allows us a place to house training videos and onboarding information for staff members.
- Met with Hoopla representative so Katie and I could both familiarize ourselves with the various reports they have available. We are looking for ways to be more mindful of how we use our Hoopla budget, and will have a follow-up meeting in the future.
- Reached out to a patron asking for help finding historical documents. This patron is doing an escape room themed party, and wants to include clues like ship manifests and letters sent during the 1700s and 1800s. Gave him a few resources and he will check back in later if/when he needs more information.
- Have continued to work on a patron's family genealogy.
- Met with a patron on a weekly basis to familiarize herself with Citizenship Test resources. Encouraged her to reach out to the Literacy Network for Citizenship Test Tutoring.

- Met with a patron to help her understand how to set up her router and connect her devices to it.
- Helped a patron with Overdrive hold issues; will continue to check back in to see if Overdrive has resolved the issue.
- Had first Bird Festival Meeting and discussed who would be in charge of what. The library reached out to the Feminist Bird Club to see if they would like to have a table this year. We also contacted the Department of Natural Resources to see if we could get some of their Bird/Nature Guides of Wisconsin. Finally, we purchased materials for four birding backpacks.



McFarland Comprehensive Energy Plan
Report
December 2023

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2.0 Acknowledgements

Table 1: Team Information

Name	Group	Title
Mike Barnett	HGA	Senior Project Manager
Adam Jablonski	HGA	Building Performance Engineer
Alex Harris	HGA	Sustainability Project Manager
Dewmi Pathinisekara	HGA	Building Performance Intern
Andrew Bremer	Village of McFarland	Community & Economic Development Director
Kong Thao	Village of McFarland	Associate Planner
Matt Schuenke	Village of McFarland	Village Administrator
Lee Igl	Village of McFarland	Public Works Director
Sayer Larson	Village of McFarland	Parks Superintendent
Heidi Cox	Village of McFarland	Public Library Director
Mike Flaherty	Village of McFarland	Sustainability & Natural Resource Committee, Village Chairperson
Carolyn Clow	Village of McFarland	Sustainability & Natural Resource Committee, Village President
Kitty Brussock	Village of McFarland	Sustainability & Natural Resource Committee
Bruce Fischer	Village of McFarland	Sustainability & Natural Resource Committee
Angela Freedman	Village of McFarland	Sustainability & Natural Resource Committee
Nina Schultz	Village of McFarland	Sustainability & Natural Resource Committee
Judy Taber	Village of McFarland	Sustainability & Natural Resource Committee

3.0 Executive Summary

Overview

In the Summer of 2023 HGA (further known as 'the consultant') was contracted by The Village of McFarland to develop a Comprehensive Energy Plan (CEP) for the entire Village of McFarland building portfolio totaling over 173,000 square feet and 54 vehicle fleet.

The Village of McFarland is looking to significantly reduce carbon emissions over the next 10 years. The intention of this report is to serve as a guide for project strategies and funding decisions for capital infrastructure projects over the next 10+ years.

Village of McFarland Energy and Carbon Footprint

In the baseline year of 2022, The Village of McFarland portfolio of buildings consumed 1,277,822 kWh of electricity, generated 33,029 kWh and consumed 50,310 Therms of natural gas. Converted to a common unit of energy (kBtu) shows that more natural gas energy than electrical energy was consumed by The Village of McFarland. Table 2 below shows the consumption by fuel type.

Table 2: Energy Consumption and Percentage by Fuel Type

Fuel Type	Consumption ¹	Electricity Generation	Net Consumption	kBtu	kBtu Percent of Total
Electricity	1,106,857 kWh	33,029 kWh	1,073,828 kWh	3,663,901 ²	32%
Natural Gas	43,329 Therms	N/A	50,310 Therms	5,029,793 ³	38%
Gasoline	16,717 Gallons	N/A	16,717 Gallons	2,009,596 ⁴	18%
Diesel	10,341 Gallons	N/A	10,341 Gallons	1,420,724 ⁵	12%
Total				12,354,266	100%

Each unit of electricity (kWh) and unit of natural gas (Therm) has an associated carbon value. Below in Table 3 are the conversion factors used to estimate the carbon footprint associated with the Village of McFarland's portfolio of buildings.

¹ This total does not include the electricity and natural gas use from the new McFarland Public Safety Center that is currently under construction. A complete year of data was not available for this building and recorded consumption at this facility is not likely representative of actual building operation.

² Conversion – 1 kWh = 3,412 kBtu

³ Conversion – 1 Therm = 99,976 kBtu

⁴ Conversion – 1 gallon gasoline = 120,214 kBtu

⁵ Conversion – 1 gallon diesel = 137,381 kBtu

Table 3: 2023 Carbon Conversion Factors by Fuel Type

Fuel Type	Carbon Conversion Factor	Source
Electricity	1,097.6 lbs CO2/MWh	EIA.gov and nrel.gov ⁶
Natural Gas	11.684 lbs CO2/Therm	EPA.gov ⁷
Gasoline	19.59 lbs CO2/Gallon	EPA.gov ⁸
Diesel	22.44 lbs CO2/Gallon	EPA.gov ⁹

Applying the factors to the Village of McFarland's portfolio shows that despite electricity's lower kBtu usage compared to natural gas, it makes up a larger portion of the carbon footprint. Electricity accounts for 53% of McFarland's Carbon Emissions and Natural gas accounts for 23%, with transportation and small engine fuels accounting for the remaining 24%, as shown in Table 4 below.

Table 4: Carbon Footprint by Fuel Type

Fuel Type	2022 Pounds CO2/year	Percent of Total
Electricity	1,178,634	52.5%
Natural Gas	506,277	22.6%
Gasoline	327,524	14.6%
Diesel	232,095	10.3%
Total	2,244,530	100.0%

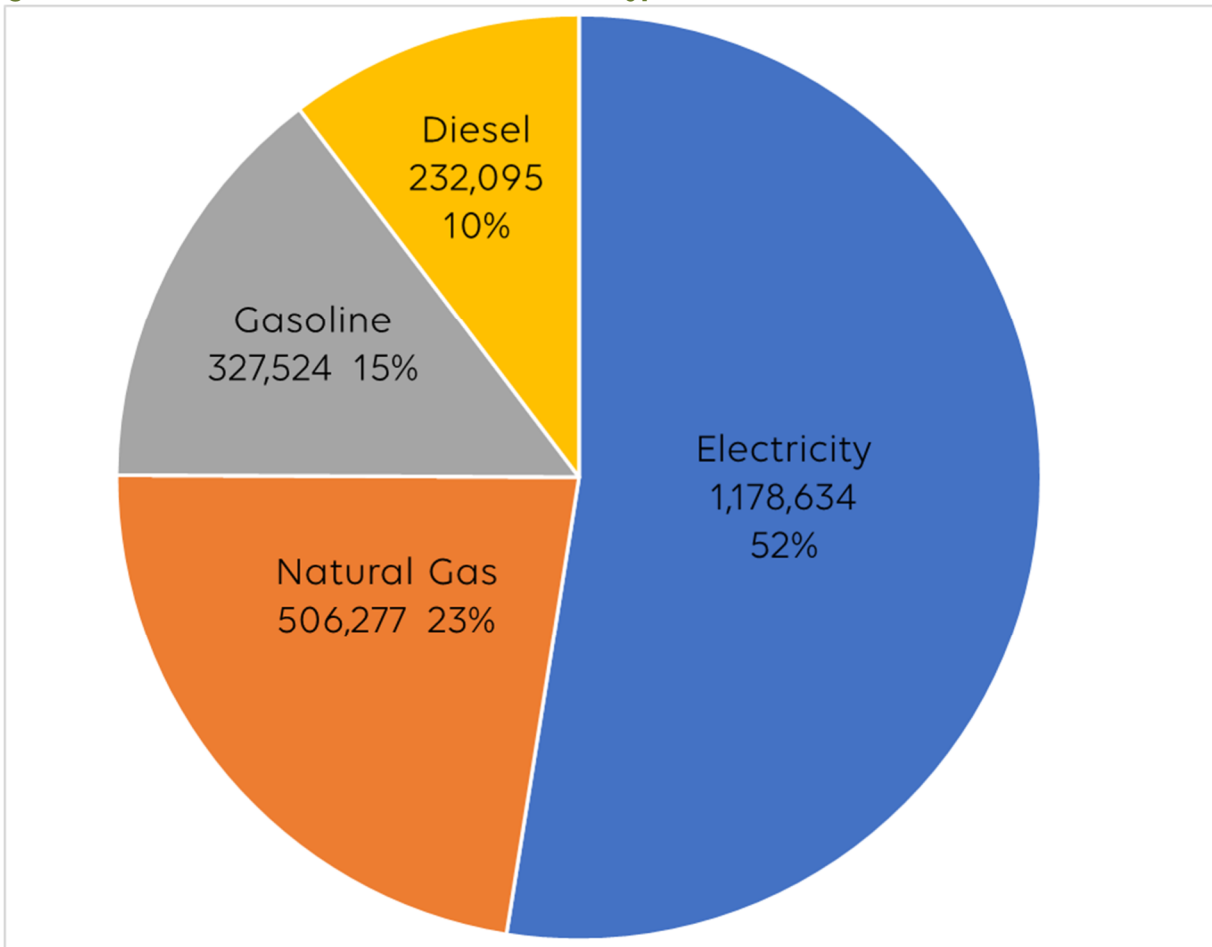
⁶ Carbon factor for the year 2022 was estimated by using the 2021 recorded carbon intensity per kWh for the state of Wisconsin from EPA.gov (1,246 lbs/MWh) and determining a linear relationship from 2021 to the 2024 carbon intensity forecast for the state of Wisconsin from NREL Cambium forecasting tool for AER load CO2 emissions from combustion (800.9 lbs/MWh)

⁷ 0.0053 metric tons per Therm x 2,204.62 lbs per metric ton - <https://www.epa.gov/energy/greenhouse-gases-equivalencies-calculator-calculations-and-references>

⁸ <https://www.epa.gov/energy/greenhouse-gases-equivalencies-calculator-calculations-and-references>

⁹ Ibid

Figure 1: Carbon Emission Pounds and Percent Fuel Type - 2022



Additional detail about carbon emissions can be found in the Energy and Emissions information section.

Timelines to 100% Net Zero Carbon Emissions

The consultant developed a timeline to achieve 100% Net Zero carbon emissions. The complete list of strategies, including costs and benefits, is included in the “Costs Analysis and Capital Spending Plan” section. A summary of the most significant categories of decarbonization strategies includes the following:

- HVAC retrofits, lighting upgrades and other infrastructure upgrades that increase energy performance.
- Major renovations to existing facilities to increase facility square footage while overhauling mechanical systems to increase energy performance and decrease carbon emissions, largely through beneficial electrification.
- Installation of on-site photovoltaic at many facilities.
- Upgrade select fleet vehicles to electric powered vehicles (EV's).
- Reduced carbon intensity of grid electricity associated with changing utility generation mix.
- Renewable energy credits and carbon offsets for remaining emissions currently accounting for 36% of current emissions in 2035.

After review of all facilities, a list of energy conservation, renewable energy generation, and fleet electrification measures were developed that are recommended to be implemented by the Village of McFarland between now and the year 2035. These measures were organized by system type and summarized in Table 5 and Table 6 below. These tables include the RECS associated with the proposed McFarland / Alliant Energy Customer Hosted Renewable Program solar installation to fully account for all costs, energy savings, and carbon savings. A complete list of measures is available in Table 48 at the end of this report.

Table 5: Energy Savings by Measure Type

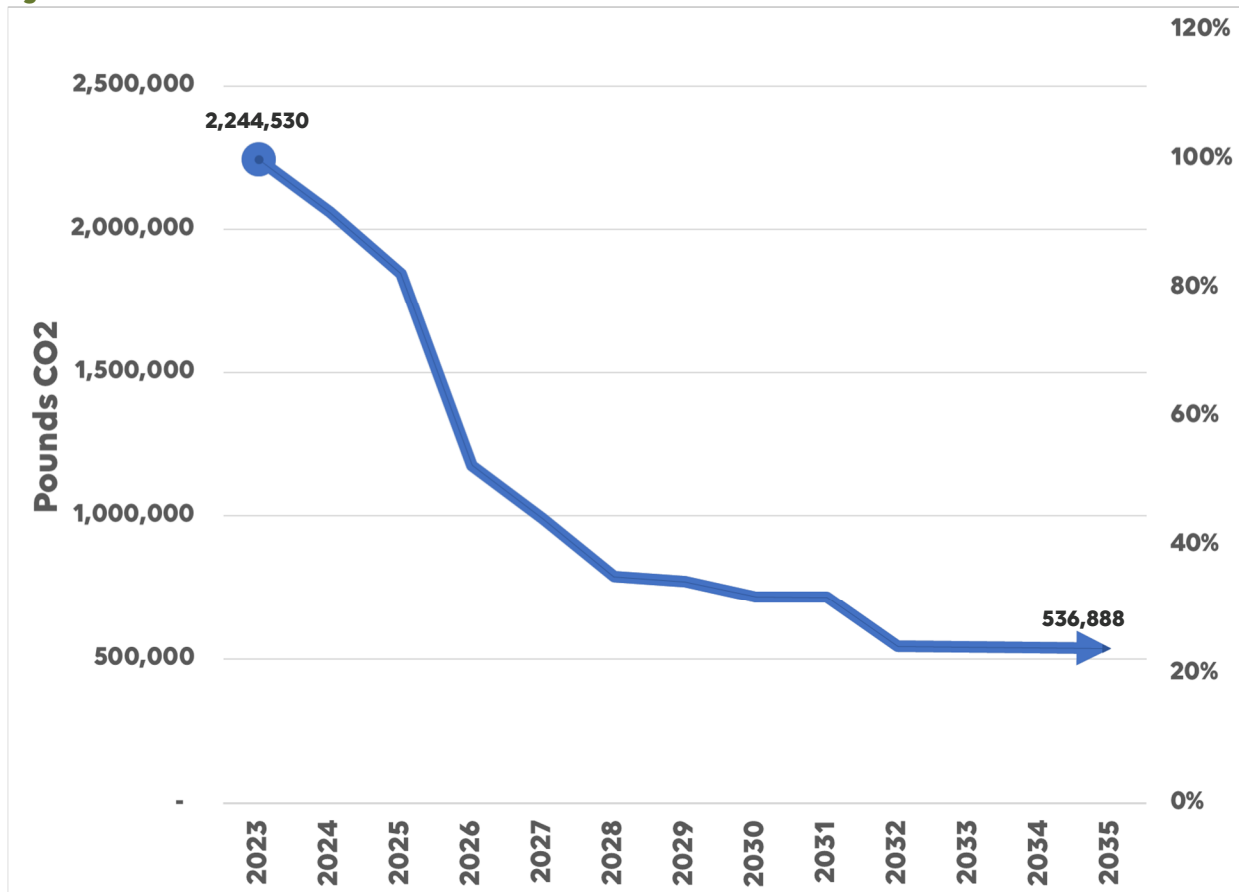
Measure Type	Electricity Savings/Offset (kWh)	Natural Gas Savings (Therms)	Gasoline Savings (Gallons)
Lighting Upgrades	17,880	-	-
HVAC Upgrades	165,702	31,944	-
Window/Envelope	5,802	392	-
Fleet Electrification	-65,369	-	10,376
Retrocommissioning	29,010	2,351	-
Misc. Other	2,670	-	-
Solar PV	759,500	-	-
VoM/Alliant RECs	1,324,000		
Total	2,239,196	34,686	10,376

Table 6: Cost and Carbon Savings by Measure Type

Measure Type	Carbon Savings – 2035 (lbs)	Measure Cost – Without Incentives	Measure Cost – With Incentives
Lighting Upgrades	4,218	\$143,925	\$140,361
HVAC Upgrades	412,337	\$1,241,700	\$927,401
Window/Envelope	5,946	\$300,000	\$300,000
Fleet Electrification	187,870	\$977,500	\$842,500
Retrocommissioning	34,308	\$20,000	\$16,245
Misc. Other	630	\$500	\$500
Solar PV	179,166	\$1,244,100	\$926,855
VoM/Alliant RECs	312,331	\$4,460	\$4,460
Total	824,475	\$3,932,185	\$3,158,321

The graphs below in Figure 2 illustrate the carbon emissions associated with the village as the recommended capital projects are implemented, while at the same time accounting for the electricity grid carbon intensity decreasing as the grid becomes cleaner. This represents a 76% reduction in carbon emissions. These figures do not account for any carbon offsets or renewable energy credits, such as those collected through the proposed McFarland / Alliant Energy Customer Hosted Renewable Program solar installation. The RECs shown in Table 6 are not included in the graph below to illustrate the potential impact of capital improvement projects and investments made to the infrastructure owned by the village. A second set of figures are included which include the impacts of Renewable Energy Credits associated with this project.

Figure 2: CO₂ Emissions Timeline - Without Recs



As indicated in the figure above, the most significant drop in emissions occurs between 2024 and 2026 when major energy conservation measures are estimated to take place.

Figure 3 shows the carbon footprint reduction by measure type. This chart compares the baseline carbon footprint from 2022 and the impact of the measures in the year 2035 and the resulting carbon footprint. HVAC measures such as the proposed Net Zero Energy Community Center and geothermal upgrades at the Library contribute to the largest carbon reduction. Changes to the cleanliness of the grid also contribute significantly to the overall carbon footprint reduction.

Figure 3: 2035 Carbon Footprint Impacts by Measure Type

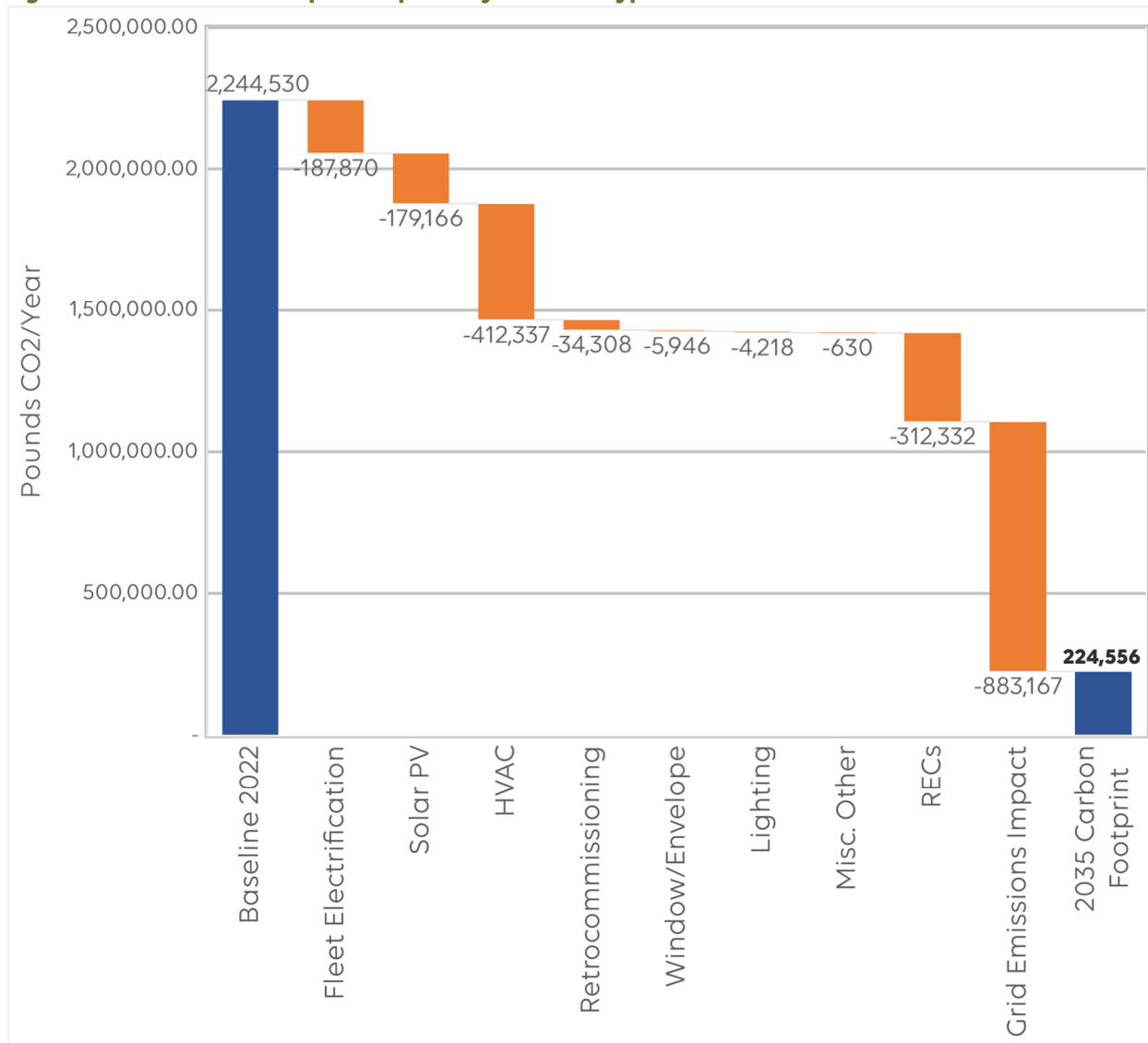


Figure 4 shows the 2035 carbon footprint if no electrification, energy savings, and renewable energy projects are undertaken by the Village of McFarland. This shows the impact of the grid becoming cleaner over time, and the measures that could be completed by the Village.

Figure 4: 2035 Carbon Footprint Before and After Measure Implementation

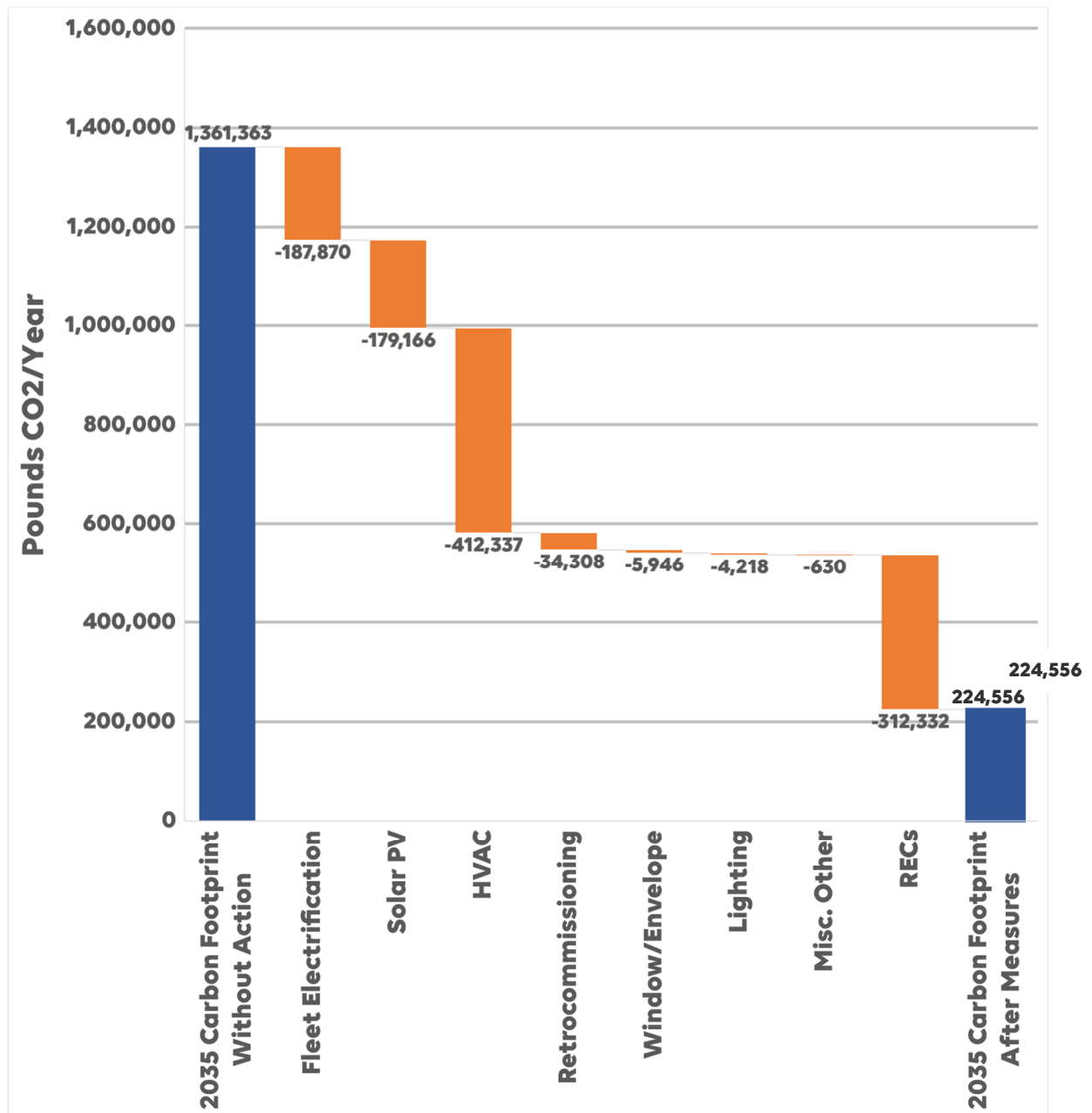


Figure 5: CO₂ Emissions Timeline by Fuel Type – Without Recs

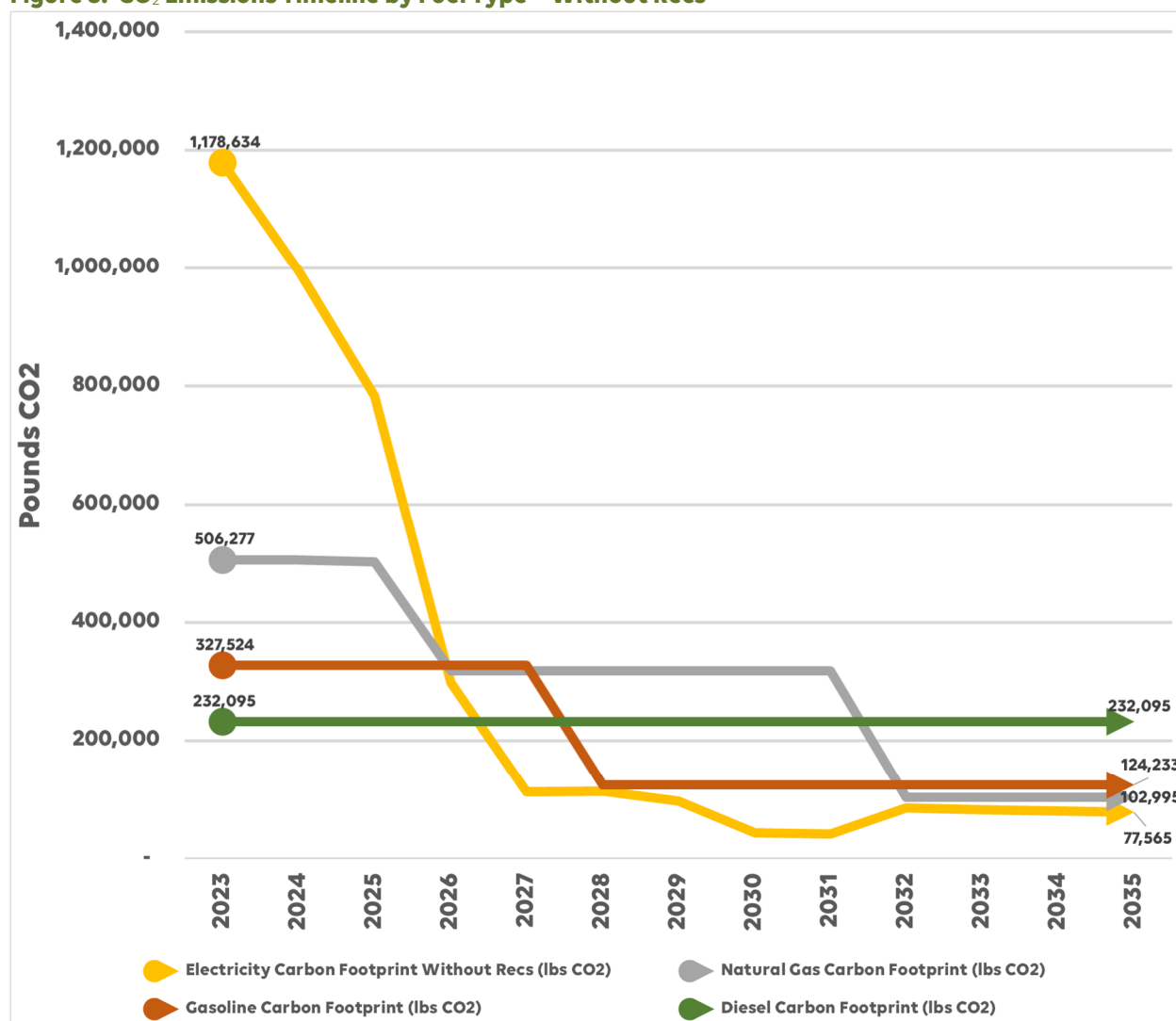


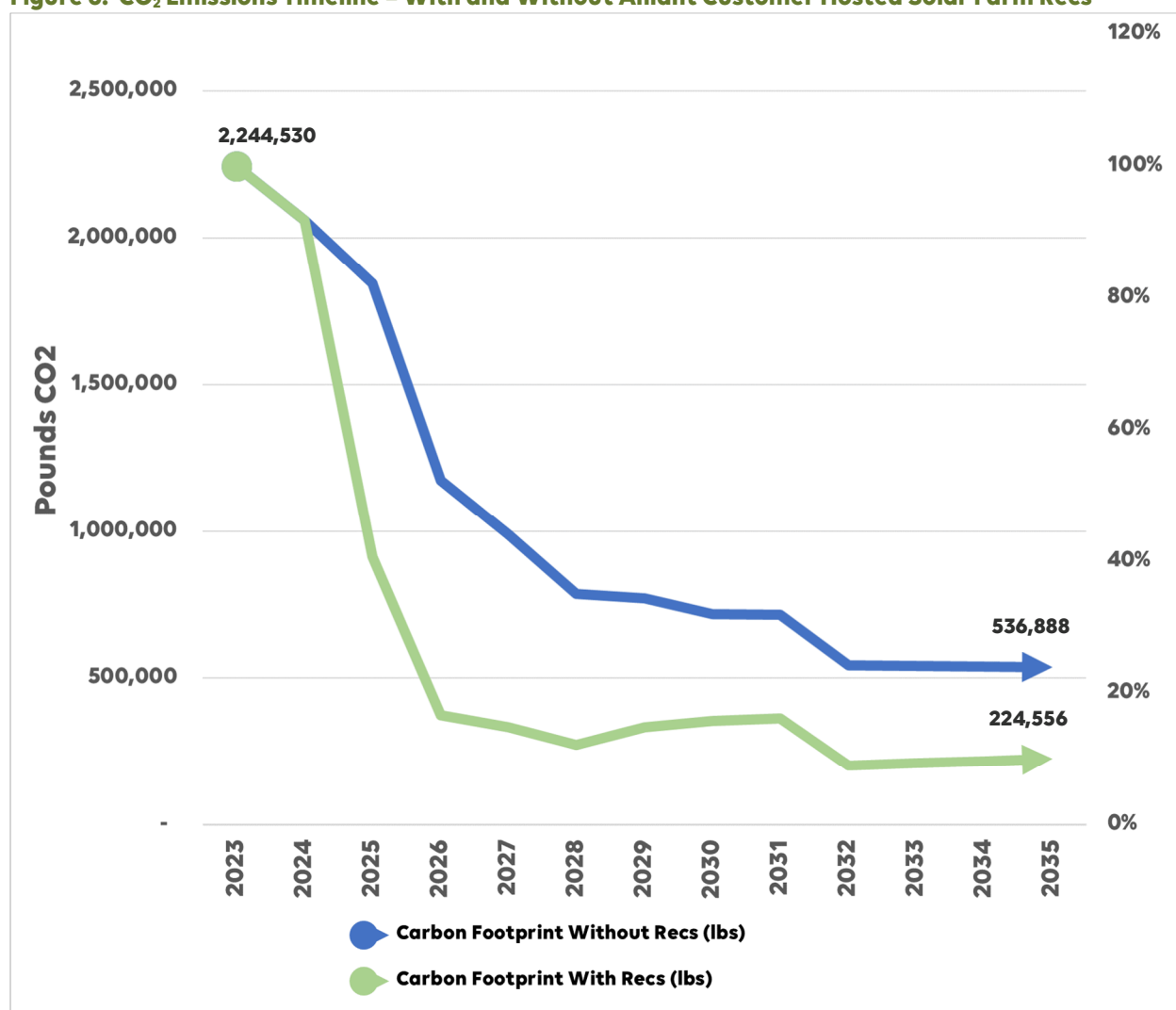
Figure 5 above indicates where the carbon emission reductions are achieved. Onsite solar PV installations and electricity conservation strategies account for largest reduction in carbon footprint but major building electrification and vehicle electrification projects also contribute to natural gas and gasoline carbon footprint reductions, respectively. No changes to the diesel fleet were planned so the carbon footprint remains constant over the study period. Diesel vehicles are usually high specialized equipment with very specific uses that need to be closely studied to inform electrification recommendations. Information on the annual mileage, diesel consumption, and use cases for each vehicle would need to be gathered in order to calculate expected costs and carbon savings.

As discussed later in the report, ICLEI and the Greenhouse Gas Protocol reporting requirements require total carbon emissions to be reported in 2 formats, with carbon offsets and without carbon offsets. This reporting methodology allows the public more transparency in

understanding how an organization is achieving its carbon reduction goals. Direct carbon reductions are considered significantly more impactful than carbon offsets and RECs. The end goal is to achieve zero carbon emissions without the need for REC's or carbon offsets.

In the graphs below, RECs associated with the Alliant solar farm are incorporated into the overall carbon emissions total. It is assumed that the Alliant RECs would be 60% of the total project RECs, or approximately 1,324 MWH of RECs per year. Figure 6 below shows a comparison of the total carbon footprint through 2035 with and without RECs. From the baseline, CO2 emissions would be reduced 76% without the RECs and 90% with the RECs

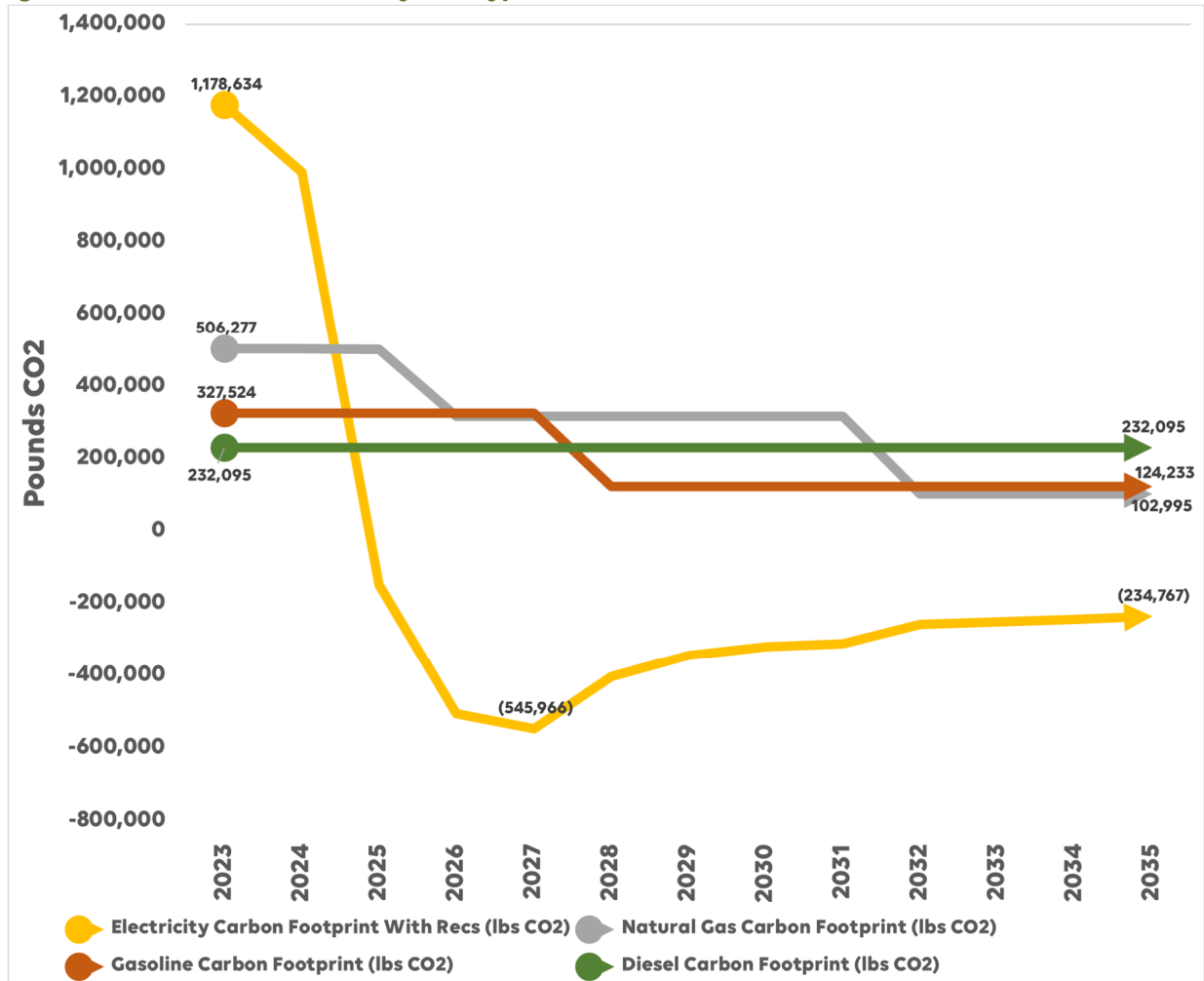
Figure 6: CO₂ Emissions Timeline – With and Without Alliant Customer Hosted Solar Farm Recs



The RECs purchased by the Village of McFarland will impact the carbon footprint of electricity. Figure 7 below shows the carbon footprint by fuel type with RECs included. The carbon footprint

of electricity is negative beginning in 2025 with a maximum negative carbon footprint occurring in 2027. The carbon footprint goes negative due to the additional onsite solar that is installed at all sites identified in Table 48 including the new proposed net zero Community Center as being eligible for solar which reduces the overall electricity consumption of the Village. The carbon footprint begins to increase to approximately negative 235,000 pounds per year in 2035. This increase is due to electrification projects like the geothermal upgrades at the Library and fleet electrification increasing electricity use and the grid becoming cleaner which as a result, the purchased RECs do not have as large of an impact per kWh year over year.

Figure 7: CO₂ Emissions Timeline by Fuel Type – With Recs



Recommendations and Next Steps

The consultant recommends considering all energy efficiency measures, renewable energy projects, facility renovation projects, and carbon offset purchases described in this report. The timeline should be reviewed internally, and consensus should be reached about an appropriate timeline for implementation based on budget.

4.0 Introduction

Project Overview

In July of 2023 HGA (further known as ‘the consultant’) was contracted by The Village of McFarland to develop a Comprehensive Energy Plan (CEP) for the entire Village of McFarland building portfolio totaling over 173,000 square feet and a fleet of 54 vehicles.

The Village of McFarland is looking to significantly reduce carbon emissions over the next 10 years. The intention of this report is to serve as a guide for project strategies and funding decisions for capital infrastructure projects over the next 10+ years.

Project Schedule

Table 7: Project Schedule

TASK	MILESTONE	TIMELINE
Task 1 – Preliminary Assessment	Kick-off Meeting	Early July 2023
	Benchmark Building Energy Use	July 2023
	Building Survey	July/August 2023
	Preliminary Assessment Report	August 2023
Task 2 – Draft Recommendations	Draft CEP Report	August 2023
Task 3 - Final Report	Final Report Staff Review	September 2023
	Sustainability & Natural Resource Committee	November 2023
	Closing Meeting	November 2023
	Final Report/Stakeholder Meetings	November 2023

Facility Energy-Related Emissions Scope and Framework

At the time of this report, carbon accounting practices might be considered nascent and evolving rapidly in terms of available guidelines, procedures, and a lack of widely adopted standards. Facility emissions calculations and factors utilized for this report generally followed

industry accepted practices detailed in the ICLEI Local Government Operations Protocol. The ICLEI document provides a framework for local government for quantifying and reporting greenhouse gas emissions. Ultimately the Village should aspire toward a holistic view of decarbonization in their operations, including Scope 1, 2, and 3 emissions as defined by the EPA.¹⁰ This study is focused on reducing Scope 1 natural gas consumed by buildings, preparing Village buildings to reduce Scope 1 fleet vehicle emissions through electrification, and reducing scope 2 purchased electricity emissions.

Emissions accounting guidelines and standards are rapidly evolving as corporations respond to stricter requirements from both the Securities Exchange Commission (SEC) and the European Union (EU) on the rigor with which carbon emissions are reported. While developing detailed emission accounting procedures for the Village was not part of this project scope, adopting best practices on emissions accounting standards that provide relevance, completeness, consistency, transparency, and accuracy are paramount to any organization's sustainability and decarbonization efforts.

As renewable energy credits and carbon offsets become a significant portion of organizations short-term decarbonization strategies, emissions standards such as the Greenhouse Gas Protocol¹¹ are now requiring emissions reporting using a dual reporting methodology where emissions are reported using a location-based method and a market-based method. This methodology allows organizations to provide transparency to the level of emissions reductions that have been achieved through carbon offsets and Renewable Energy Credits (RECs) versus more conventional emission reductions accounted for in the ICLEI protocol such as decreased grid-wide emissions factors, onsite renewable energy systems or energy efficiency improvements. Leading edge organizations such as Google and Microsoft are evaluating carbon emissions on a higher resolution time scale. Rather than looking at net annual emissions, emissions are being accounted for on an hourly basis. To support similar efforts, the Midwest Renewable Energy Tracking System (M-RETS) has enabled its system to integrate hourly values to associated RECs in 2019.¹²

As the Village looks to make investment decisions on projects that reduce total emissions on a wide variety of investments, from facility improvements to fleet electrification projects, adopting best practices in carbon accounting is necessary to enable a deeper understanding of how specific projects can provide meaningful impacts to the Village's carbon reduction goals. The GHG Protocol for Project Accounting may be another standard that provides guidance on such questions.¹³

¹⁰ [Greenhouse Gases at EPA | US EPA](#)

¹¹ <https://ghgprotocol.org/scope-2-guidance>

¹² <https://www.mrets.org/hourlydata/>

¹³ <https://ghgprotocol.org/project-protocol>

5.0 Building Energy Use

Building Benchmarking

Table 8 below highlights both the quantity and connection of utility meters for the Village of McFarland's portfolio of buildings. With the exception of three buildings at McDaniel Park, each individual building is served by a single electric and gas meter. Alliant and Madison Gas and Electric (MG&E) serve McFarland facilities with generally one utility serving both electric and gas. In two cases, Alliant and MG&E both provide utilities to a single facility.

Table 8: Utility Meter Summary by Building

Building	Square Footage	Utility Company	Electric Meter	Gas Meter
Municipal Buildings				
McFarland Public Safety Center	58,000	Alliant	1 meter	1 meter
McFarland Municipal Center	38,150	Alliant	1 meter	1 meter
McFarland Public Works building	29,338	Alliant	1 meter	1 meter
McFarland ED Locke Public Library	18,775	Alliant	1 meter	1 meter
Parks Department				
William McFarland Park Shelter	5,715	Alliant – Natural gas MG&E - Electricity	1 meter	1 meter
Brandt Park Shelter	4,238	Alliant	1 meter	None
McFarland Lewis Park Shelter	3,425	Alliant	1 meter	1 meter
Egner Park Shelter ¹⁴	0	Alliant	1 meter	None
McDaniel Park Shelters & Facilities	1,320	Alliant	1 meter serving 3 buildings	None
McFarland Dog Park Shelter	1,200	Alliant	1 meter	None
Farwell St Gazebo/Arnold Larson Park	816	Alliant	1 meter	None
Bocce Courts	N/A	MG&E	1 meter	None

¹⁴ Egner Park Shelter and Well House #4 occupy the same building and share the same electric meter. Square footage for Egner Park Shelter was included with Well House #4

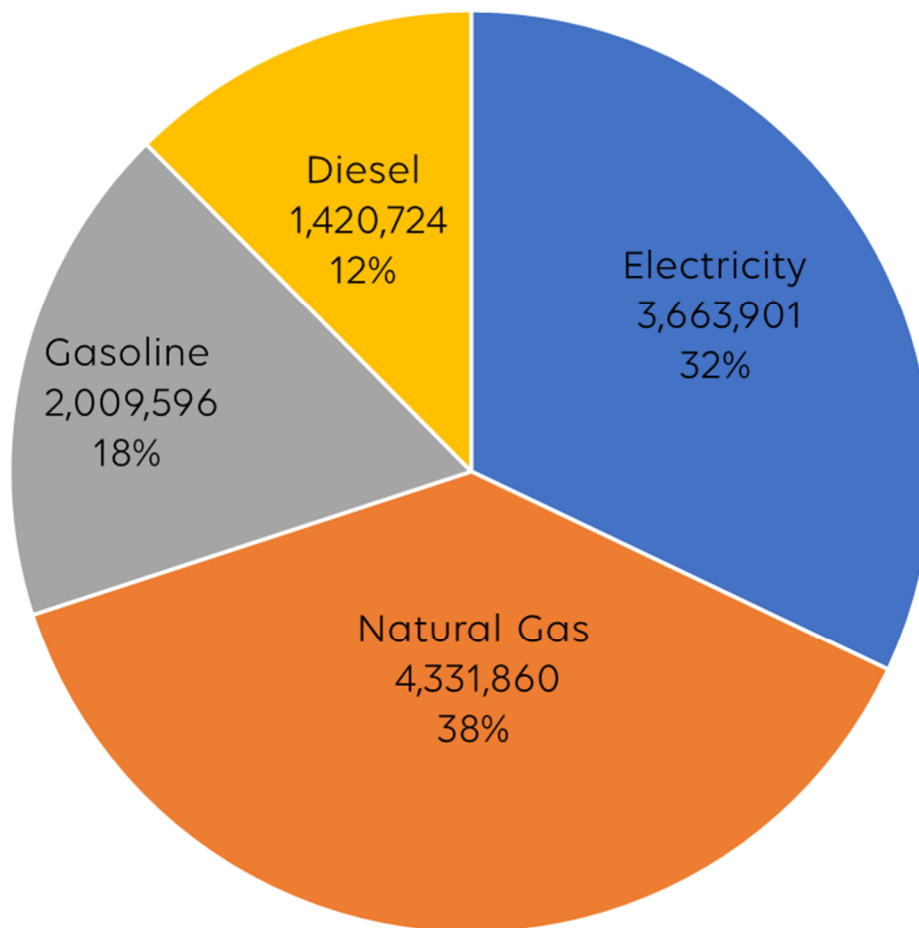
Building	Square Footage	Utility Company	Electric Meter	Gas Meter
Well Houses				
Well House #1	400	Alliant	1 meter	1 meter
Well House #3	1,580	Alliant	1 meter	1 meter
Well House #4	1,500	Alliant	1 meter	1 meter
Lift Stations				
Lift Station #1	N/A	Alliant – Electricity MG&E – Natural gas	1 meter	1 meter
Lift Station #2	N/A	Alliant	1 meter	None
Lift Station #3	N/A	Alliant	1 meter	None
Lift Station #4	N/A	Alliant	1 meter	None
Lift Station #5	864	MG&E	1 meter	None
Water Towers				
Holscher Road Water Tower	4,119	Alliant	1 meter	None
Burma Road Water Tower	2,297	Alliant	1 meter	None
Street Lighting				
US Highway 51 Lighting	N/A	Alliant	1 meter	None
6001 Exchange Street Lighting	N/A	Alliant	1 meter	None
Siren at Public Works Building	N/A	Alliant	1 meter	None
McFarland Gateway Sign	N/A	MG&E	1 meter	None
Bashford Street Flasher	N/A	Alliant	1 meter	None
5204 Farwell Street Flasher	N/A	Alliant	1 meter	None
4905 Farwell Street Flasher	N/A	Alliant	1 meter	None
Creamery Rd Flasher	N/A	Alliant	1 meter	None
McFarland Municipal Center - Street lighting	N/A	MG&E	1 meter	None

Table 9: 2022 Village of McFarland Building Utility Consumption

Metric	Site Energy	Cost
Electricity – Consumed kWh	1,106,857 kWh	\$139,528
Electricity – Generated kWh	33,029 kWh	\$3,632
Natural Gas Therms	43,329 Therms	\$37,088
Total Calculated <u>Source</u> CO ₂ Emissions (lbs/year) ¹⁵	1,684,911 Lbs CO2	N/A

Figure 8 shows the percent of energy consumption by fuel type by converting each fuel to a common unit - kBtu

Figure 8: kBtu Energy Consumption and Percent by Fuel Type



¹⁵ This total does not include the carbon emission for gasoline and diesel powered vehicles

Energy and Emissions Information

Electricity

McFarland is served by both Alliant Energy and MG&E for electricity, depending on the building. Carbon emissions factors were calculated using the 2021 recorded carbon intensity per kWh for the state of Wisconsin from EPA.gov (1,246 lbs/MWh) and determining a linear relationship from 2021 to the 2024 carbon intensity forecast for the state of Wisconsin from the National Renewable Energy Lab (NREL) Cambium forecasting tool for AER load CO₂ emissions from combustion (800.9 lbs/MWh). The idealized linear emissions reduction between 2021 and 2024 allowed for a calculated 2022 emissions factor of 1,097.6 pounds per MWh.

Table 10: Electricity Carbon Emissions Factors

Year	Carbon Emissions (lbs/MWh)
2021 Actual – EIA.gov ¹⁶	1,246
2024 Predicted – NREL ¹⁷	800.9
2022 Report Year Estimated	1,097.6

For the purposes of the study, the utility emissions factor for electricity generation was required to be forecast over a 12-year period to 2035. Predicted emissions data from NREL for the state of Wisconsin for average emission rate (AER) load CO₂ emissions from combustion based on the 95% decarbonization by 2050 scenario. Predicted data from NREL is available in two-year increments from 2024 through 2030 and then in 5-year increments from 2030 through 2050.

Table 11: NREL Cambium 95% Decarbonization by 2050 Predicted Emissions Factors by Year

Year	Carbon Emissions (lbs/MWh)	Carbon Emissions (lbs/kWh)
2021	1,246.0	1.2460
2024	800.9	0.8009
2026	605.4	0.6054
2028	389.6	0.3896
2030	273.6	0.2736
2035	235.9	0.2359
2040	183.2	0.1832

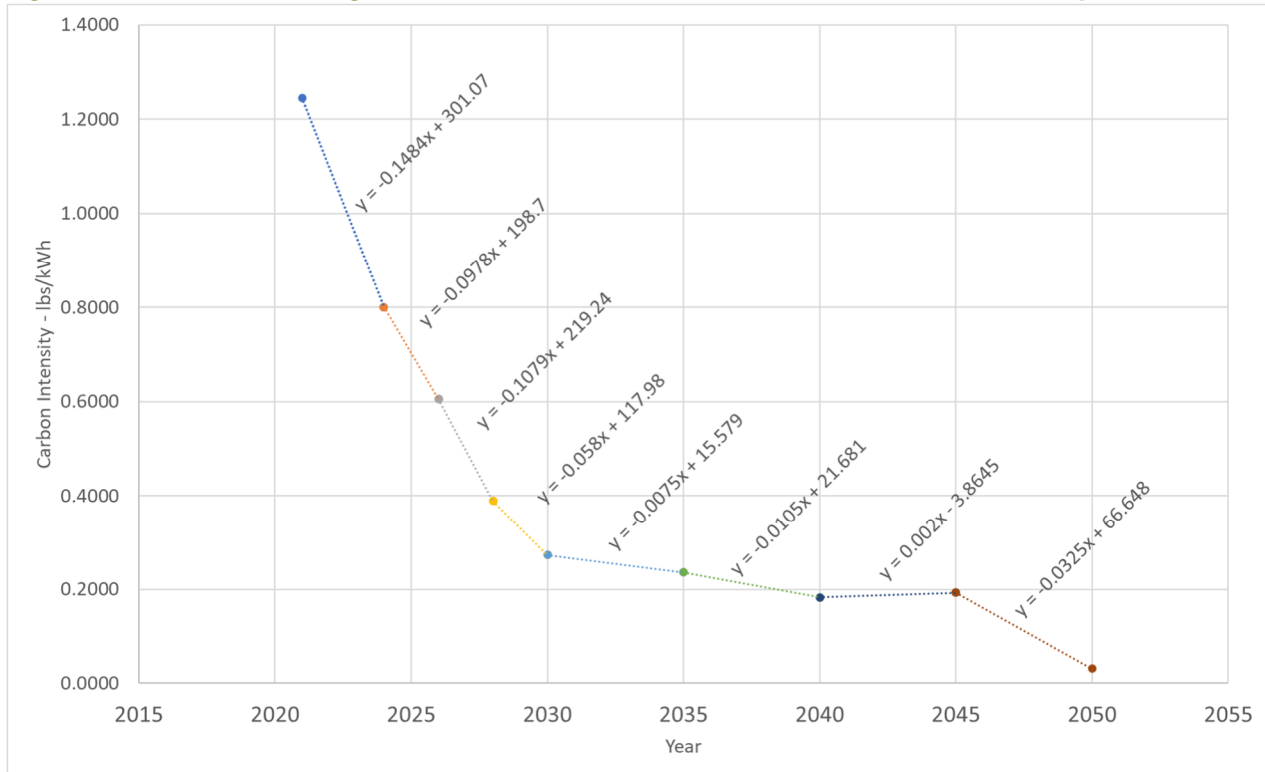
¹⁶ <https://www.eia.gov/electricity/state/wisconsin/>

¹⁷ <https://scenarioviewer.nrel.gov/?project=82460f06-548c-4954-b2d9-b84ba92d63e2&mode=view&layout=Default>

Year	Carbon Emissions (lbs/MWh)	Carbon Emissions (lbs/kWh)
2045	193.1	0.1931
2050	30.6	0.0306

For the analysis, the consultant found a linear equation defining the relationship between each increment of predicted data shown in Figure 9.

Figure 9: Carbon Forecasting lbs/kWh - eGrid and Cambium Sources - Linear Relationships



The linear equations were then used to estimate the carbon factors for years between the provided NREL increments shown Table 12 below through the year 2035.

Table 12: Actual, Predicted, and Estimated Carbon Emissions by Year through 2035

Year	Carbon Emissions (lbs/kWh)	Notes
2021	1.246	EIA Actual emissions data
2022	1.0976	HGA Estimated
2023	0.9493	HGA Estimated
2024	0.8009	NREL Predicted data
2025	0.7032	HGA Estimated
2026	0.6054	Predicted data

Year	Carbon Emissions (lbs/kWh)	Notes
2027	0.4975	HGA Estimated
2028	0.3896	NREL Predicted data
2029	0.3316	HGA Estimated
2030	0.2736	NREL Predicted data
2031	0.2661	HGA Estimated
2032	0.2585	HGA Estimated
2033	0.251	HGA Estimated
2034	0.2434	HGA Estimated
2035	0.2359	NREL Predicted data

Table 13 summarizes the Alliant Energy and MG&E electric rate structures used by the Village of McFarland.

Table 13: Alliant Energy and MG&E Electric Rate Structure Summary¹⁸

Rate Structure	Facility Charge (Per Day)	Customer Demand Charge \$/kW	Demand Time Period (ON Peak)*	Energy Charge \$/kWh
Alliant Energy				
CG-2 TOD	\$1.15	\$2.20	High Rate (Summer) 11 a.m. to 7 p.m. High Rate (Winter) 5 p.m. to 9 p.m. Low Rate 11 p.m. to 6 a.m.	High Rate: \$0.08604 Regular Rate: \$0.06500 Low Rate: \$0.05190
GS-1	1PH - \$0.5589 3PH - \$0.8384	N/A	N/A	\$0.12400
RG-1	1PH - \$0.4932 3PH - \$0.7398	N/A	N/A	\$0.13091
PGS-3 (Parallel Generation)	20kW-200kW - \$0.3205 >200kW - \$0.6411	N/A	N/A	High Rate: \$0.10280 Regular Rate: \$0.07680 Low Rate: \$0.05990 Sell Rate - \$0.11248 during high period

¹⁸ Wisconsin Electric Power Company WI Service Rates:
<https://www.we-energies.com/pdfs/etariffs/wisconsin/elecateswi.pdf#pagemode>

Rate Structure	Facility Charge (Per Day)	Customer Demand Charge \$/kW	Demand Time Period (ON Peak)*	Energy Charge \$/kWh
Madison Gas and Electric				
CG-5	\$0.78584	N/A	N/A	\$0.13819
SL-1	\$3.20 per lamp per month + addl. Based on lamp type	N/A	N/A	\$0.07280
SL-3	\$3.20 per lamp per month + addl. Based on lamp type	N/A	N/A	\$0.07280

Natural Gas

Similar to electricity, both Alliant Energy and MG&E serve natural gas to different buildings in the Village of McFarland. The emission factor for natural gas was 11.684 lbs/therm for both utilities.¹⁹

Table 14 summarizes the Alliant and MG&E natural gas rate structures used by the Village of McFarland

Table 14: Alliant Energy and MG&E Natural Gas Rate Structure Summary²⁰

Rate Structure	Total Facility Charge Per Day	Energy Charge \$/Therm
Alliant Energy		
GG-1	\$0.4113	\$0.5942
GC-1F	\$0.4741	\$0.6364
GC-2F	\$3.00	\$0.7789
MG&E		
GSD-1	\$0.80	\$0.2056

¹⁹ <https://www.epa.gov/energy/greenhouse-gas-equivalencies-calculator>

²⁰ Wisconsin Electric-Gas Operations Gas Service Rates:

https://www.we-energies.com/pdfs/tariffs_volXVI/WEGOTariffbk_volXVI.pdf#pagemode

Energy Use Intensity

Energy use intensity is a metric to help understand energy consumption per square foot per year (kBtu/sq.ft./year). This is a useful metric because it allows comparison of relative energy performance between buildings of different sizes. Table 15 summarizes the energy use intensity for each building in McFarland portfolio organized from largest to smallest building by square footage for year 2022. Note that this table does not include any facilities or places which do not have a measurable square footage such as street lighting or most lift stations. The new McFarland Public Safety Center is not included in this list because an EUI is not able to be calculated for this facility, given that a full 12 months of energy use are not available yet. However, it is anticipated that as a net zero designed energy facility the EUI is zero or even negative!

Table 15: Site Energy Use Intensity by Building and Fuel Type

Building Name	Square Feet	Site Electric EUI (kBtu/SqFt/year)	Site Natural Gas EUI (kBtu/SqFt/year)	Total EUI (kBtu/SqFt/year)
McFarland Municipal Center	38,150	28.2	41.5	69.7
McFarland Public Works Building	29,338	4.1	25.0	29.1
McFarland E.D. Locke Public Library	18,775	35.1	83.4	118.6
William McFarland Park	5,715	9.0	21.3	30.3
Brandt Park	4,238	8.0	0.0	8.0
Holscher Road Water Tower	4,119	0.4	0.0	0.4
McFarland Lewis Park	3,425	7.0	31.5	38.4
Burma Road Water Tower	2,297	7.0	0.0	7.0
Well House #3	1,580	269.6	47.5	317.1
Well House #4 / Egner Park Shelter	1,500	293.7	16.3	310.0
Egner Park Shelter ²¹	0	N/A	N/A	N/A
McDaniel Park	1,320	30.3	0.0	30.3
McFarland Dog Park (Urso Park)	1,200	197.2	0.0	197.2
Lift Station #5	864	76.2	76.5	152.7
Farwell St Gazebo/Arnold Larson Park	816	12.7	0.0	12.7
Well House #1	400	403.8	137.5	541.2

²¹ Egner Park Shelter and Well House #4 occupy the same building and share the same electric meter. Square footage and EUI metrics for Egner Park Shelter were included with Well House #4.

Energy Star Portfolio Manager

Energy Star Portfolio Manager (ESPM) is a free, EPA-created online tool which is commonly used by building owners to measure and track energy usage data for a single building or portfolio of buildings. That entered data can then be used to benchmark a building's energy performance and compare it against similar usage type buildings via the calculated Energy Utilization Index (EUI). The raw utility data from MG&E and Alliant data was provided by the Village of McFarland and entered in to ESPM.

Energy Star Portfolio Manager also provides an Energy Star Score for eligible building types. None of the buildings are eligible for an Energy Star Score currently. For the Library, Municipal Center, and Public Works Building, the building types selected for these properties are not eligible for an Energy Star Score because there is only short list of 20 different building types available for an Energy Star Score²². Utility bill tracking and an EUI calculation are still available for these building, just not the Energy Star Score. The Public Safety Center does not have a full 12 months of energy use data yet, so an Energy Star Score is not available for this building at this time either. Table 16 shows the building, Energy Star Building Type, and Energy Star EUI for all properties entered into Energy Star Portfolio Manager.

Table 16: Energy Star Portfolio Manager Detail Summary

Building	Energy Star Building Type	2023 Energy Star Score	Energy Star Source EUI	Notes
E.D. Locke Public Library	Library	N/A	118.6	Building type not available for an Energy Star score.
Municipal Center	Mixed Use Property	N/A	69.7	Building type not available for an Energy Star score.
Public Safety Center	Fire Station	N/A	N/A	Not enough energy data for Energy Star Score
Public Works Building	Public Service - Other	N/A	29.8	Building type not available for an Energy Star score.

²² List of building types available for an Energy Star Score - https://www.energystar.gov/buildings/benchmark/understand_metrics/score_details

6.0 Building Equipment Surveys and Recommendations

The following section provides a brief description of each building's energy systems, outlines key recommendations and includes references to other relevant documents and report. The proposed Energy Conservation Measures (ECM's) for each building are mentioned for each building section. Some select village wide ECMs are mentioned below. Costs and savings of specific measure are included in Table 48.

McFarland Public Works

Table 17– Energy Efficiency Opportunities for McFarland Public Works

Property	Energy Efficiency Opportunity
McFarland Public Works Building	• Replace any linear fluorescent lights with LED lights.
Well House #1	• Replace any linear fluorescent lights with LED lights.
Well House #3	• Replace any linear fluorescent lights with LED lights. • Review temperatures and control strategies of AC and heating equipment to ensure the space is not being overcooled in the summer when not necessary and space is heated adequately to prevent pipe freezing but not over-heating space in winter.
Well house #4	• Replace any linear fluorescent lights with LED lights. • Review temperatures and control strategies of AC and heating equipment to ensure the space is not being overcooled in the summer when not necessary and space is heated adequately to prevent pipe freezing but not over-heating space in winter.
Lift Station #5	• Replace any linear fluorescent lights with LED lights. • Review temperatures and control strategies of heating equipment to ensure the space is heated adequately to prevent pipe freezing but not over-heating space in winter.
Lift Station #2 (Future)	• Design facility to include LED lighting, high efficiency HVAC systems, and high performance envelope.

Table 18– Renewable Energy Opportunities for McFarland Public Works

Property	Renewable Opportunity
McFarland Public Works Building	• Additional Solar PV on roof
Well House #1	• None
Well House #3	• Solar PV on roof. Flat roof could be a good candidate for solar PV
Well house #4	• Solar PV in the field South of the shelter. Solar PV on roof.
Lift Station #5	• Potential for solar PV on roof.
Lift Station #2 (Future)	• Potential for solar PV on roof.

McFarland Public Works Building- 5115 Terminal Dr, McFarland, WI 53558

This facility consists of one main building with office and vehicle storage, repair, and shop space. The large interior vehicle storage, repair, and shop space is heated with one gas fired make-up-air unit and ceiling mounted radiant heaters. The office space makes up approximately 15% of the building's square footage. This area is heated and cooled with two residential style central AC and furnaces which were recently replaced. There are three additional buildings on this site which are only used for storage and are not heated or cooled. There is an existing 23 kW DC solar PV array on the roof of the main building which produced approximately 33,000 kWh of electricity in 2022 which is about 48% of the total electric consumption of the facility. The existing PV array only occupies a small portion of the roof so adding additional solar PV at this facility could allow this facility to produce more electricity on-site than it consumes.

Figure 10: McFarland Public Works Building



Table 19: Public Works Building Summary

System	Description
Building Schedule	6:00am – 5:00pm on weekdays, varies by week based on public works project and seasonal fluctuations.
HVAC Systems	Office – central AC with gas heat Vehicle storage, repair, shop – Gas fired make-up air unit and gas fired radiant heaters. Make-up air unit is manually timer operated. No AC unit. Storage buildings - None
Interior - Lighting and Lighting Control Systems	Vehicle storage, repair, shop – linear fluorescent lighting with occupancy sensor controls. The Director of Public Works noted that the lights in this area were not quite adequate when the garage doors are closed. Office – Linear LED lights with occupancy sensor controls in all spaces.
Exterior - Lighting and Lighting Control Systems	Exterior lights appeared to be LED but not able to confirm. Lights are all operated by dusk-to-dawn photocell sensors.
Domestic Hot Water	Natural gas hot water serves the restroom sinks in the shop area.
Planned changes to facility	Looking to extend the vehicle storage, repair, shop further west which likely won't happen for 5 or more years.

Well House #1 - 5412 Long St, McFarland, WI 53558

This is a small brick single room building which houses the pump. This is the smallest pump and smallest well house that McFarland operates. This well house may be decommissioned in 2026 after the Village builds a new Well House #5 (6040 Prairie Wood Drive) in 2025.

Figure 11: Well House #1



Table 20: Well House #1 Summary

System	Description
Building Schedule	N/A. This building is visited generally weekly for routine check-up and when maintenance is needed. No staff are permanently on-site.
HVAC Systems	Gas fired unit heater, ventilation fan, no AC
Interior - Lighting and Lighting Control Systems	Manually operated linear fluorescent lights.
Exterior - Lighting and Lighting Control Systems	LED fixtures with dusk-to-dawn photocell control
Domestic Hot Water	None
Planned changes to facility	None

Well House #3 - 5001 N Autumn Ln, McFarland, WI 53558

This is a small brick two-room building which houses the pump in one room and is used for general public works storage in the other room. This is the largest and most frequently visited well house because of the on-site storage that is often accessed.

Figure 12: Well House #3



Table 21: Well House #3 Summary

System	Description
Building Schedule	N/A. This building is visited generally weekly for routine check-up and when maintenance is needed. No staff are permanently on-site.
HVAC Systems	Gas fired unit ducted central heat for the main pump room, ventilation fan, window AC unit in this room. Secondary storage room is not heated or cooled.
Interior - Lighting and Lighting Control Systems	Manually operated linear fluorescent lights with occupancy sensor.
Exterior - Lighting and Lighting Control Systems	LED fixtures with dusk-to-dawn photocell control
Domestic Hot Water	None
Planned changes to facility	None

Well House #4 - 5703 Bird Song Ct, McFarland, WI 53558

This is a small brick three-room building with wood siding which houses the pump in one room, chemical storage in another room, and a water testing room in the last room. This building is located at Egner Park and has an awning on one side for use as a park shelter. The interior and exterior of the building are showing some signs of wear.

Figure 13: Well House #4



Table 22: Well House #4 Summary

System	Description
Building Schedule	N/A. This building is visited generally weekly for routine check-up and when maintenance is needed. No staff are permanently on-site.
HVAC Systems	Gas fired unit heaters in the pump and water sampling room and an electric unit heater in the chemical storage room.
Interior - Lighting and Lighting Control Systems	Manually operated linear fluorescent lights with occupancy sensor.
Exterior - Lighting and Lighting Control Systems	LED fixtures with dusk-to-dawn photocell control
Domestic Hot Water	None
Planned changes to facility	None

Lift Station #5 - 5541 Holscher Rd, McFarland, WI 53558

This is a small brick two-room building which houses lift station controls and backup generator in one room and storage in the other room. This is a relatively new building.

Figure 14: Lift Station #5



Table 23: Lift Station #5 Summary

System	Description
Building Schedule	N/A. This building is visited generally weekly for routine check-up and when maintenance is needed. No staff are permanently on-site.
HVAC Systems	Gas fired unit heaters
Interior - Lighting and Lighting Control Systems	Manually operated linear fluorescent lights with occupancy sensor.
Exterior - Lighting and Lighting Control Systems	LED fixtures with dusk-to-dawn photocell control
Domestic Hot Water	Small electric instantaneous hot water heater serves a single sink.
Planned changes to facility	None

Lift Station #2 - 6407 Pheasant Run, McFarland, WI 53558

Lift Station #2 is a planned future expansion of a lift station that currently does not have any above ground structure. A new structure is planned to be built in two to three years. The new facility will be approximately 1,400 square feet and include larger pumps, a backup generator,

and trailer storage bay. This site was not visited for this report because there is currently no structure and no energy use beyond pumping loads. A solar PV study for the new facility was completed by HGA in December 2022.

Figure 15: Lift Station #2 Future Site Plan



McFarland E.D. Locke Public Library

The E.D. Locke Public Library is a single-story 18,775 sq.ft. standalone building that was built in 2005. It is served by Alliant for both electricity and natural gas. The Library employs 15 both full and part time employees. Staff generally arrive 7:30-8:00am most days and leave approximately 15 minutes after close.

A few near-term opportunities for energy efficiency were identified at the Library, but the bulk of the recommended changes expected to take place happen when major renovations are expected to take place in approximately 10 years. Future plans for this building are to add an additional story to the building which will require a major overhaul of the HVAC system. At this time, it is recommended to switch this facility to geothermal heating and cooling and eliminate natural gas usage which would have the largest impact on building energy use and carbon footprint.

It is recommended that this work be completed prior to the expiration of the Inflation Reduction Act which is planned for 2032, in order to reduce the overall project costs for the Village. Additionally, all the work associated with the new proposed Community Center should plan for a future Library expansion and associated geothermal field.

Table 24: Energy Efficiency Opportunities at McFarland Public Library

E.D. Locke Public Library	• Retrocommissioning effort for the HVAC building automation system and lighting control system. ◦ Verify all equipment including control valves, pumps, and other HVAC equipment are functioning optimally. ◦ Implement temperature setback schedules. ◦ Implement outdoor air schedules to reduce or eliminate outdoor air from being brought in when the building is unoccupied. ◦ Review sequences of operation to ensure that equipment is scheduled and operate in optimal ways for energy conservation. • Add daylighting control to automatically dim lights near windows when enough natural light is available. • Replace windows with high efficiency low-E glazing
Future plans and recommended facility changes	• Expand Library by adding a second story • Eliminate natural gas use for domestic hot water • Replace all existing HVAC system with geothermal heating and cooling

Table 25: Renewable Energy Opportunities at McFarland Public Library

E.D. Locke Public Library	Solar PV on roof. Roof could support up to approximately 101.5 kW of solar PV.
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Figure 16: E.D. Locke Public Library



Table 26: E.D. Locke Public Summary

System	Description	
Building Schedule	Monday - Thursday	9:00am – 8:00pm
	Friday - Saturday	9:00am – 5:30pm
	Sunday	12:00pm – 4:00pm
HVAC Systems	- Two air handling units and two separate condensing units original to the facility. - Cooling is DX expansion and heating is through a combination of in-floor radiant heat and VAVs with hot water reheat. - Approximately 20 VAV boxes serve the facility. - Hot water is supplied by two natural gas boilers which were installed in May 2023. - At the same time as the boiler upgrades, a new relief air system was installed which operates dampers in a plenum space to relieve excess building pressure. JDR Engineers and JM Brennan completed this work. - No dehumidification system is currently operating. One is installed but has been disconnected because it no longer works likely due to calcification from hard water being used. - One air handling unit is suspended from the ceiling which make maintenance access difficult. The other AHU is located on a mezzanine level which also make access for repair or potential replacement a challenge.	

System	Description
	The HVAC system is scheduled to run 24 hours per day to maintain a constant setpoint. No schedules or reset controls based on occupancy have been implemented.
Interior - Lighting and Lighting Control Systems	- These are a mixture of linear LED troffer fixtures, suspended linear LED fixtures, LED pendant lights, and compact fluorescent can lights. - Interior lights are on a building automation system with the ability to set schedules. - Occupancy sensor controls are also in a handful of areas of the building. The Library Director reported that the lighting automated control system and occupancy sensor controls were not in use, however, and instead the lights are operated manually by staff and are turned on when they arrive and turned off when they leave for the day.
Exterior - Lighting and Lighting Control Systems	Exterior lighting includes LED parking lot lights, pathway lighting, and architectural lighting and is controlled by the building-wide lighting automation system. Photo sensor controls exterior lights on from dusk to dawn.
Domestic Hot Water	- Natural gas hot water heater was installed in 2019. - A water softener is used for all domestic hot water. - There is no hot water recirculation and the Library Director noted that it takes a very long time for hot water to reach faucets on the far end of the facility relative to the water heater.
Planned changes to facility	- A rough 10-year plan is being designed to expand the Library. This expansion would likely be done by adding a second story. - In the shorter term, new windows are desired by the facility. The existing windows are not low-E and allow allot of solar heat gain in certain areas of the facility. Condensation is noted inside on some of the windows in winter. The windows are also causing book tags and furniture near the window to fade in the sunlight. The existing windows are original to the facility, so they are approaching 20 years old. - The roof is original to the building and is being repaired in the near future – exact timeline unknown

McFarland Parks

Table 27 outlines all possible opportunities for energy savings at each park.

Table 27: Energy Efficiency Opportunities at McFarland parks

McDaniel Park	Review plug loads to ensure nothing is plugged in and running when the facility is closed for long durations (e.g. refrigerators, dehumidifiers, battery chargers)
Brandt Park	- Replace any linear fluorescent lights with LED lights - Review plug loads to ensure nothing is plugged in and running when the facility is closed for long durations (e.g. refrigerators, dehumidifiers, battery chargers)
William McFarland Park	- Reduce hot water temp if temp exceeds 130F - Review plug loads to ensure nothing is plugged in and running when the facility is closed for long durations (e.g. refrigerators, dehumidifiers, battery chargers). - Add temperature setbacks to thermostat schedules when the building is unoccupied - Add lockout controls to prevent the HVAC system from running in the main area of the building when the large garage doors are open.
McFarland Dog Park (Urso Park)	- Verify thermostat settings on the electric unit heaters in each room. These are believed to drive the majority of the electricity use at the facility. - Review plug loads to ensure nothing is plugged in and running when the facility is closed for long durations (e.g. refrigerators, dehumidifiers, battery chargers)
Highland Oaks Park	None
McFarland Lewis Park	- Review plug loads to ensure nothing is plugged in and running when the facility is closed for long durations (e.g. refrigerators, dehumidifiers, battery chargers). - Add temperature setbacks to thermostat schedules when the building is unoccupied.
Farwell St Gazebo/ Arnold Larson Park	- Ensure that the electric unit heater in the storage building is either off if not needed or set to a minimum temperature needed to condition that space should that heater be used. - Recommend not using the heater since the building is minimally insulated.

Table 28: Renewable Energy Opportunities at McFarland parks

McDaniel Park	• Solar PV on main restroom/concession building roof • Solar canopy on north end of park near Yahara bike trail
Brandt Park	• Solar PV on roof
William McFarland Park	• Solar PV on roof
McFarland Dog Park (Urso Park)	• Solar PV on roof
Highland Oaks Park	• Solar PV on roof. A modest sized solar PV system at this location would easily offset all annual electricity consumption at the park.
McFarland Lewis Park	• Solar PV on roof
Farwell St Gazebo/ Arnold Larson Park	• Limited roof area for solar PV. Possible room on site for a solar PV canopy if additional park shelter space is desired.

McDaniel Park - 4806 McDaniel Ln, McFarland, WI 53558

This park houses one main restroom and concessions building and two park shelters. Both park shelters have power, but one of the shelter's power is capped and currently not in use. The other park shelter has lighting and a small number of electrical outlets. Exterior parking lot and pathway lighting is LED. In the winter, the park restroom and concession facility are closed.

Figure 17: McDaniel Park Shelters



Table 29: McDaniel Park Summary

System	Description
Schedule	6:00am – 10:00 PM daily, closed in winter
HVAC Systems	No heating or cooling at park, exhaust fans on occupancy sensor controls in restroom.
Interior - Lighting and Lighting Control Systems	LED lighting with occupancy sensor controls
Exterior - Lighting and Lighting Control Systems	LED lighting with automatic dusk-to dawn control
Domestic Hot Water	Electric hot water service for restroom and concession area
Planned changes to facility	Add electrical outlets and lighting to one existing park shelter

Brandt Park - 4601 Siggelkow Rd, McFarland, WI 53558

The facility houses one restroom, a concession area and two baseball diamonds with LED lighting, with a scheduled control system. The concession area was reported to be used frequently when the building is rented out by the public. The facility's exterior and interior has mostly LED lighting and the concession area has T8 linear fluorescent lighting. Park is closed for the winter.

Figure 18: Brandt Park shelter and baseball diamond



Table 30: Brandt Park Summary

System	Description
Schedule	6:00am – 10:00 PM daily, closed in winter
HVAC Systems	No heating or cooling at park.
Interior - Lighting and Lighting Control Systems	LED lighting, with occupancy sensor controls in the restroom. T8 linear fluorescent in concession area.
Exterior - Lighting and Lighting Control Systems	LED lighting with automatic dusk-to-dawn control. LED lighting in baseball fields with a scheduled control system and manual overrides, and are on only during games.
Domestic Hot Water	Electric hot water service for restroom and concession area
Planned changes to facility	Update to restrooms planned for 2024

William McFarland Park - 4820 Marsh Rd, McFarland, WI 53558

The facility houses restrooms, storage area and a concessions area. The park includes unlit soccer fields and pickleball courts. There is LED lighting throughout interiors and exteriors, with lights in the pickleball courts. The park is open all winter.

Figure 19: William McFarland Park shelter



Table 31: William McFarland Park Summary

System	Description
Schedule	6:00am – 10:00 PM daily, park opened in winter
HVAC Systems	One air handling unit with DX cooling and gas fired heat. Thermostat is set to 72 in the summer and about 62 in the winter.
Interior - Lighting and Lighting Control Systems	LED lighting, with occupancy sensor controls in restrooms
Exterior - Lighting and Lighting Control Systems	Park LED lighting with automatic dusk-to dawn control. Pickleball court lighting is controlled by public when in use and are on a 30 minute increment timer. They can be turned on only from dusk until 9.45PM
Domestic Hot Water	Electric hot water service for restroom, storage, and concession area
Planned changes to facility	A skate park is being added currently and will not require any additional power. The soccer fields to be converted to baseball diamonds but it is unknown if it will be powered.

McFarland Dog Park - 6201 Elvehjem Rd, McFarland, WI 53558

The facility houses a restroom and dog wash area. There are LED lights on the interior and exterior. The park is open in the winter. The park was reported to be one of the largest consumers of electricity of any of the park buildings even though it is one of the smallest.

Figure 20: McFarland Dog Park shelter and parking lot



Table 32: McFarland Dog Park (Urso Park) Summary

System	Description
Schedule	6:00am – 10:00 PM daily, park opened in winter
HVAC Systems	Electric unit heaters in the restrooms and dog wash area.
Interior - Lighting and Lighting Control Systems	LED lighting with motion sensors.
Exterior - Lighting and Lighting Control Systems	LED lighting controlled with dusk-to dawn photocell sensors.
Domestic Hot Water	Electric hot water service for restrooms and dog wash area.
Planned changes to facility	None

Highland Oaks Park - 5945 Osborn Dr, McFarland, WI 53558

This facility will be a new addition in 2024, therefore it isn't included in our list. Currently the site only houses a park and shelter that has no power and no electricity use. Restrooms and electricity service to be added to the new facility in 2024.

Figure 21: Highland Oaks Park



Table 33: Highland Oaks Park Summary

System	Description
Schedule	6:00am – 10:00 PM daily
HVAC Systems	None
Interior - Lighting and Lighting Control Systems	None
Exterior - Lighting and Lighting Control Systems	None
Domestic Hot Water	None
Planned changes to facility	Electricity and lighting will be added to the park shelter and a single stall restroom will be added in 2024. A new playground will also be installed at the same time.

Lewis Park Shelter - 5012 Highland Dr, McFarland, WI 53558

The facility houses restrooms, storage area, and a concession area. It includes LED lighting throughout all interiors and exteriors. The park and shelter are open all winter.

Figure 22: McFarland Lewis Park



Table 34: McFarland Lewis Park Summary

System	Description
Schedule	6:00am – 10:00 PM daily, park opened in winter
HVAC Systems	No cooling. Gas fired in floor heating throughout building. One “air exchanger” used to bring in fresh air. This unit was off at the time of the site visit. The Park Superintendent noted that this “air exchanger” does not temper the air before fresh air enters space. Not able to verify during site visit.
Interior - Lighting and Lighting Control Systems	LED lighting, with occupancy sensors in restrooms
Exterior - Lighting and Lighting Control Systems	LED lighting on exterior and parking lot, which are on dusk until dawn. There are six pole mounted lights in the field which are used for the ice rinks in the winter. These lights are only on in the winter from dusk until park close.
Domestic Hot Water	Gas fired hot water heater serves restrooms.
Planned changes to facility	None

Farwell St. Gazebo and Arnold Larson Park

The facility includes one main gazebo with pole mounted lights in the parking lot and along foot paths. There is also a large storage shed used by the parks department, which has power going to it, but the power was currently off at the entrance to the building. It is reported that the electricity/ lighting is rarely- if ever, turned on at the shed.

Figure 23: Farwell St Gazebo/ Arnold Larson Park and shed



Table 35: Farwell St Gazebo/ Arnold Larson Park Summary

System	Description
Schedule	6:00am – 10:00 PM daily
HVAC Systems	A large electric resistance heater was in the storage shed but power to that building was not on at the time of the site visit.
Interior - Lighting and Lighting Control Systems	LED lighting throughout the whole gazebo
Exterior - Lighting and Lighting Control Systems	LED lighting throughout parking lot, and footpath lighting. All lights are controlled by photocell sensors and run from dusk to dawn. This park is lit with Christmas lights during the winter. The controls strategy of these lights is not known.
Domestic Hot Water	None
Planned changes to facility	A distant plan in the next five years or so is to add a restroom and electric outlets to the west side of the park. The electric outlets would be used by food trucks and vendors during street fairs and farmers market type events.

7.0 Proposed Net Zero Energy Community Center

The U.S. Department of Energy defines net zero energy as the following: “An energy-efficient building where, on a source energy basis, the actual annual delivered energy is less than or equal to the on-site renewable exported energy”.

A comprehensive net zero energy predesign assessment of the current Municipal Center, which will become the new proposed Community Center, was completed by the consultant as part of a separate project. The complete report of results of this effort can be found in the “Village of McFarland New Community Net Zero Energy Predesign Report”. This report provides details of potential future expansion plans for this facility, upgrades to the HVAC system, adding solar PV, and other energy savings measures that would allow this building to achieve net zero status.

The results of this report were included in the list of energy savings measures and renewable energy projects that can move the Village of McFarland towards reducing its carbon footprint. The following tables summarize the results from this report.

The new proposed Community Center is expected in increase in size slightly, as shown in Table 35

Table 35 : Municipal Center and New Community Center Square Footage

Municipal Center Square Footage	New Community Center Square Footage
38,150	42,822

The list of recommended improvements made to the building to achieve net zero are as follows.

- New glazing on whole facility.
- Additional wall insulation.
- Replace existing HVAC system with geothermal heating and cooling.
- Replace interior and exterior fluorescent lighting with LED lighting.
- Replace natural gas domestic hot water heaters with electric.
- Replace natural gas kitchen equipment with electric.
- Solar PV onsite energy generation

As shown in Table 36 , electricity consumption increases with the upgrades to the size of the facility and new mechanical systems. This would be completely offset by the on-site solar PV generation. Natural gas consumption was planned to be removed completely in the new Community Center which results in 100% gas savings. The resulting facility will have net zero carbon emissions associated with its operational energy!

Table 36 : Current Municipal Center and new Community Center Energy Use

Fuel Type	Existing Public Safety Center	New Community Center	Savings
Electricity Consumption (kWh)	315,680 kWh	395,933 kWh	-80,253 kWh
Solar PV Generation (kWh)	0 kWh	412,000 kWh	412,000 kWh
Natural Gas (Therms)	15,823 Therms	0 Therms	15,823 Therms

8.0 Fleet Vehicles and Electrification

Electric vehicles are becoming increasingly popular as battery technology improves, charging infrastructure expands, and more makes and models are available. Upgrading to electric vehicles reduces the use of gasoline and can be charged using sustainable sources which could have a positive impact on the Village of McFarland's carbon footprint.

Limited information on annual mileage, how each vehicle is used, maintenance records, and planned future updates to the fleet were not known at the time of this report. A more in-depth study of the fleet and building infrastructure for electric vehicle charging should be conducted early in the process to a major shift to an electric vehicle fleet.

The Village of McFarland owns and operates a fleet of 51 gasoline and diesel-powered vehicles. McFarland owns and operates one electric vehicle for the Police Department. Two vehicles were removed from McFarland's inventory and two new vehicles were added in 2023. The average age across McFarland's range of vehicles is 9.25 years.

Table 36 details McFarland's vehicle inventory, assumed fuel type²³, equipment age, and McFarland's acquisition year. Odometer readings were also available for certain vehicles.

Table 36: McFarland Vehicle Inventory

Description ²⁴	Fuel Type	Vehicle Year	Year Acquired	Odometer Miles
Public Works				
2013 Chevy Pick Up Truck	Gasoline	2013	2013	61,274
2014 7400 International - Dump/Plow-Patrol Truck	Diesel	2015	2014	17,732
2014 Ford F150 reg cab 4x2 pick up	Gasoline	2014	2014	46,976

²³ Fuel type was not noted in the vehicle equipment list provided by The Village of McFarland. Fuel type was assumed based on the vehicle description.

²⁴ Vehicle descriptions were provided by the Village of McFarland.

Description ²⁴	Fuel Type	Vehicle Year	Year Acquired	Odometer Miles
2015 Ford F-150	Gasoline	2015	2015	37,594
2019 White Ford	Gasoline	2019	2019	27,046
2020 Ford F550 All Tech Bucket Truck	Diesel	2020	2020	Not Available
2020 INTL Blue Truck	Diesel	2020	2019	Not Available
2020 White F250	Diesel	2020	2020	16,906
2020 White Ford Transit Van	Gasoline	2020	2020	1,967
2022 Blue Tandem Axel Dump Truck INTL	Diesel	2022	2021	3,037
2022 White Pickup Truck	Gasoline	2022	2022	7,721
Chevrolet 4WD Pick-up	Gasoline	1996	1996	26,450
DPW Patrol Truck	Gasoline	2012	2011	Not Available
DPW Pick-up Truck	Gasoline	2010	2011	63,225
DPW Pick-up Truck	Gasoline	2007	2006	90,435
Ford F-250 Pick Up	Diesel	2002	2002	87,836
Ford F350 Pick Up	Diesel	2000	2000	85,745
Ford F450	Diesel	2016	2016	19,877
Ford Interceptor	Gasoline	2016	2016	Not Available
Ford Ranger 4 x 2 Pickup	Gasoline	2003	2002	54,254
Ford Ranger Pick Up	Gasoline	2008	2008	46,040
Ford SUV	Gasoline	2016	2016	Not Available
International Thymco Street Sweep	Diesel	2014	2014	23,207
White Ford F250	Diesel	2022	2022	7,991
White Ford F250 Pickup Truck	Diesel	2023	2023	2,418
International Truck	Diesel	2017	2017	Not Available
Police Department				
2022 Ford Mach E	Electricity	2022	2022	Not Available
2013 Ford Explorer	Gasoline	2013	2013	Not Available
2015 Ford Explorer	Gasoline	2015	2015	Not Available
2023 Ford Silver Supercrew	Gasoline	2023	2023	Not Available

Description ²⁴	Fuel Type	Vehicle Year	Year Acquired	Odometer Miles
Black Sport Utility Truck	Gasoline	2022	2022	Not Available
Ford Explorer	Gasoline	2016	2015	98,649
Ford Explorer Detective Gray unmarked car	Gasoline	2018	2018	120,136
Ford Interceptor	Gasoline	2016	2016	Not Available
Ford Police Interceptor	Gasoline	2020	2020	Not Available
Polaris Ranger UTV	Gasoline	2017	2018	Not Available
Fire Department				
2014 Pierce Tanker Fire Truck	Diesel	2015	2015	Not Available
2022 Red Ford Expedition	Gasoline	2022	2022	Not Available
Antique Fire Truck	Diesel	1942	1988	Not Available
Argo ATV11	Gasoline	2007	2007	Not Available
Fire Truck Car 2	Gasoline	2018	2018	Not Available
Fire Truck F250	Diesel	2008	2008	Not Available
Ford Explorer	Gasoline	2017	2017	Not Available
Ford Explorer	Gasoline	2016	2016	Not Available
Pierce Pumper	Diesel	2018	2018	Not Available
Pumper Fire Truck, Pierce	Diesel	2006	2006	Not Available
Red Ford Pierce Utility Fire Truck	Diesel	2020	2021	Not Available
Red/Black Aerial Ladder Fire Truck	Diesel	2022	2022	Not Available
Emergency Services				
Ford F-550 Ambulance	Diesel	2014	2015	Not Available
Ford F-550 Red Ambulance	Diesel	2019	2019	Not Available
Community & Economic Development Department				
Inspector vehicle	Gasoline	2014	2014	Not Available

Annual mileage and fuel consumption for individual vehicles was not provided, but the total annual purchased gasoline and diesel across the whole fleet made it possible to calculate the carbon footprint.

Table 37: McFarland Fleet Fuel Consumption and Carbon Footprint

Fuel	Gallons	kBtu	Carbon Footprint (lbs)
Gasoline	16,717	2,009,596	327,524
Diesel	10,341	1,420,724	232,095
Total	27,058	3,430,320	559,619

Table 38: Average Fuel Consumption per Vehicle

Fuel	Gallons	Number of Vehicles	Average Gallons of Gasoline per year ²⁵
Gasoline	16,717	29	576
Diesel	10,341	21	492

With the limited detail on each individual vehicle, the consultant identified possible vehicles suitable for electrification by looking at fuel type and intended purpose of each vehicle. For this study, only gasoline powered vehicles were identified as candidates for electrification. All passenger vehicles and light trucks (such as Ford Rangers) were selected as possible electrification candidates. Approximately half of the regular sized pickup trucks like the Ford F-150s were also identified as possible electrification candidates. As a result, 18 of the 29 gasoline powered vehicles were identified as electrification targets for this study.

No changes to the diesel fleet were planned during this study. Diesel vehicles are usually high specialized equipment with very specific uses that need to be closely studied to inform electrification recommendations. Information on the annual mileage, diesel consumption, and use cases for each vehicle would need to be gathered to calculate expected costs and carbon savings. With rapidly advancing battery technology and reduction in prices of electric vehicles, replacing diesel fleet vehicles may be possible within the window of the study of 2035. It is recommended to continually monitor the market offerings suitable large commercial electric vehicles intended to replace diesel vehicles that fit specific use cases.

The total pounds of carbon saved was estimated using the average annual gallons of fuel consumed per vehicle as shown below.

²⁵ This estimate assumes that all gasoline was used by vehicles listed on the fleet inventory list. This figure does not account for gasoline that is used in lawnmowers, generators, and other small engine equipment which was not included in the fleet inventory. It also does not include employee's use of personal vehicles for business travel that was reimbursed by the Village

Table 39: Average Fuel Consumption per Vehicle

Gasoline vehicles	Annual Gallons Gasoline Saved Per Vehicle	Total Gallons of Gasoline Saved	Total Pounds CO2 saved per year
18	576	10,375.96	203,291

Table 40: Vehicles Identified for Possible Electrification

Vehicle Description	Vehicle Year	Vehicle Age (Years)
Public Works		
2013 Chevy Pick Up Truck	2013	10
2014 Ford F150 reg cab 4x2 pick up	2014	9
2015 Ford F-150	2015	8
2022 White Pickup Truck	2022	1
Chevrolet 4WD Pick-up	1996	27
DPW Patrol Truck	2012	11
Ford Ranger 4 x 2 Pickup	2003	20
Ford Ranger Pick Up	2008	15
Ford SUV	2016	7
Police Department		
2013 Ford Explorer	2013	10
2015 Ford Explorer	2015	8
Ford Explorer Detective Gray unmarked car	2018	5
Ford Interceptor	2016	7
Ford Police Interceptor	2020	3
Fire Department		
Fire Truck Car 2	2018	5
Ford Explorer	2017	6
Ford Explorer	2016	7
Community & Economic Development Department		
Inspector vehicle	2014	9

To estimate total electrified fleet mileage per year, the consultant assumed that all vehicles average 17.5²⁶ miles per gallon. With the previously calculated 576 average gallons used per vehicle at 17.5 miles per gallon, each vehicle was estimated to travel approximately 10,088 miles each, and 181,579 miles for all 18 electric vehicles.

Table 41: Estimated Milage of Electrified Vehicles

Gasoline vehicles	Annual Gallons Gasoline Used Per Vehicle	Average MPG	Total Estimated Electrified Miles
18	576.44	17.5	181,579

Adding 18 electric vehicles will increase to the total electrical consumption of the Village of McFarland. To estimate this added electrical load, the total estimated electrified miles (181,579) was divided by the average kWh per mile traveled of 0.36 kWh/mile²⁷ resulting in an increased annual electrical consumption of 65,369 kWh.

Table 42: Estimated Milage of Electrified Vehicles

Total Estimated Electrified Miles	kWh/Mile	Total kWh Consumption of Electrified Fleet
181,579	0.36	65,369

Table 43: Estimated Cost of Gas and Electric Vehicles

Vehicle Type	Vehicles	Annual Consumption	Cost Per Unit	Annual Cost
Gasoline	18	181,579 gallons	\$3.650 /gallon ²⁸	\$37,872
Electric	18	65,369 kWh	\$0.126 / kWh	\$8,240
Annual Cost Savings				\$29,632

Upfront costs of electric vehicles are higher than traditional internal combustion vehicles. Additional costs associated with the charging infrastructure must also be considered when investing in an electric vehicle fleet. The Commercial Clean Vehicle Credit is available for non-tax paying entities and can reduce the upfront cost of each vehicle by \$7,500²⁹. This premium cost of an electric vehicle compared to the cost of an internal combustion vehicle is called the

²⁶ Energy.gov – Average Fuel Economy by Major Vehicle Category - <https://afdc.energy.gov/data/10310>. Light truck/van MPG was used for all vehicles.

²⁷ EPA.gov - 36 kWh per 100 miles traveled = 0.36 kWh/mile <https://www.epa.gov/greenvehicles/comparison-your-car-vs-electric-vehicle#:~:text=For%20a%20E2%80%9Ctypical%20E2%80%9D%20electric%20vehicle,emission%20factor%20from%20eGRID%202020.>

²⁸ Current gas average for Wisconsin – updated 9-14-2023 - <https://gasprices.aaa.com/?state=WI>

²⁹ <https://www.irs.gov/credits-deductions/commercial-clean-vehicle-credit>

incremental cost. Table 44 shows the average cost of various internal combustion and electric vehicle types and the incremental cost of an electric vehicle from the Department of Energy.

Table 44: Electric Vehicle Incremental Cost³⁰

Vehicle Type	Conventional Internal Combustion Cost	Electric Vehicle Cost	EV Incremental Cost
Midsize Car	\$28,500	\$37,000	\$8,500
Midsize SUV	\$33,500	\$47,500	\$14,000
Pickup Truck	\$36,000	\$55,500	\$19,500

Another cost associated with investing in an electric vehicle fleet is the cost of the charging infrastructure. For the purposes of this study, the consultant estimated that one Level 2³¹ charger would be installed per vehicle at a cost of \$5,000 each.

Table 45 summarizes the vehicle types, comparative costs of conventional internal combustion and electric vehicles and the total incremental cost of the electric vehicles. The EV vehicle and charging infrastructure cost includes a \$7,500 rebate through the Commercial Clean Vehicle Credit Program.

Table 45: Electric Vehicle Fleet Cost By Department

Vehicle Description	Vehicle Type	Conventional Internal Combustion Cost	EV Vehicle + Charging Infrastructure Cost	Total Incremental Cost
Public Works				
2013 Chevy Pick Up Truck	Pickup Truck	\$36,000	\$53,000	\$17,000
2014 Ford F150 reg cab 4x2 pick up	Pickup Truck	\$36,000	\$53,000	\$17,000
2015 Ford F-150	Pickup Truck	\$36,000	\$53,000	\$17,000
2022 White Pickup Truck	Pickup Truck	\$36,000	\$53,000	\$17,000
Chevrolet 4WD Pick-up	Pickup Truck	\$36,000	\$53,000	\$17,000
DPW Patrol Truck	Pickup Truck	\$36,000	\$53,000	\$17,000
Ford Ranger 4 x 2 Pickup	Pickup Truck	\$36,000	\$53,000	\$17,000

³⁰ <https://www.energy.gov/sites/default/files/2022-12/2022.12.23%20Incremental%20Purchase%20Cost%20Methodology%20and%20Results%20for%20Clean%20Vehicles.pdf>

³¹ <https://www.epa.gov/greenvehicles/plug-electric-vehicle-charging#:~:text=And%20Level%20is%20similar,and%20other%20high%2Dpowered%20appliances.&text=You%20can%20plug%20your%20car,PEV%20via%20the%20240V%20outlet.>

Vehicle Description	Vehicle Type	Conventional Internal Combustion Cost	EV Vehicle + Charging Infrastructure Cost	Total Incremental Cost
Ford Ranger Pick Up	Pickup Truck	\$36,000	\$53,000	\$17,000
Ford SUV	Midsized SUV	\$33,500	\$45,000	\$11,500
Public Works Total		\$321,500	\$469,000	\$147,500
Police Department				
2013 Ford Explorer	Midsized SUV	\$33,500	\$45,000	\$11,500
2015 Ford Explorer	Midsized SUV	\$33,500	\$45,000	\$11,500
Ford Explorer Detective Gray unmarked car	Midsized Car	\$28,500	\$34,500	\$6,000
Ford Interceptor	Midsized SUV	\$33,500	\$45,000	\$11,500
Ford Police Interceptor	Midsized SUV	\$33,500	\$45,000	\$11,500
Police Department Total		\$162,500	\$214,500	\$52,000
Fire Department				
Fire Truck Car 2	Midsized Car	\$28,500	\$34,500	\$6,000
Ford Explorer	Midsized SUV	\$33,500	\$45,000	\$11,500
Ford Explorer	Midsized SUV	\$33,500	\$45,000	\$11,500
Fire Department Total		\$95,500	\$124,500	\$29,000
Community and Economic Development Department				
Inspector vehicle	Midsized Car	\$28,500	\$34,500	\$6,000
Building Inspector Total		\$28,500	\$34,500	\$6,000
Overall Total		\$608,000	\$842,500	\$234,500

9.0 Solar PV Study

During the site visits and from study of aerial photography, many Village buildings were identified as good candidates for rooftop solar PV. Other opportunities such as parking lot canopy or ground mount PV were identified at some sites as well. During the on-site visits at each site, consideration for various site conditions such as roof condition, aerial obstructions, and shading from trees and nearby buildings helped inform the recommendation for pursuing solar PV at each site.

Helioscope is a solar PV modeling tool used to estimate PV size and potential annual production (kWh) where a 3D model of a solar PV system is built on top of a view from Google Maps. The model can include the building or structure, solar panels, and nearby shading objects such as trees and other buildings. This is a powerful design tool that was used to explore solar opportunities at all Village buildings.

Figure 24 and Figure 25 are examples of the Helioscope models that were created for each site.

Table 46 Summarizes the total solar system sizes that were identified at all buildings owned by the Village of McFarland. Detail of each location and solar PV array is available in Table 47.

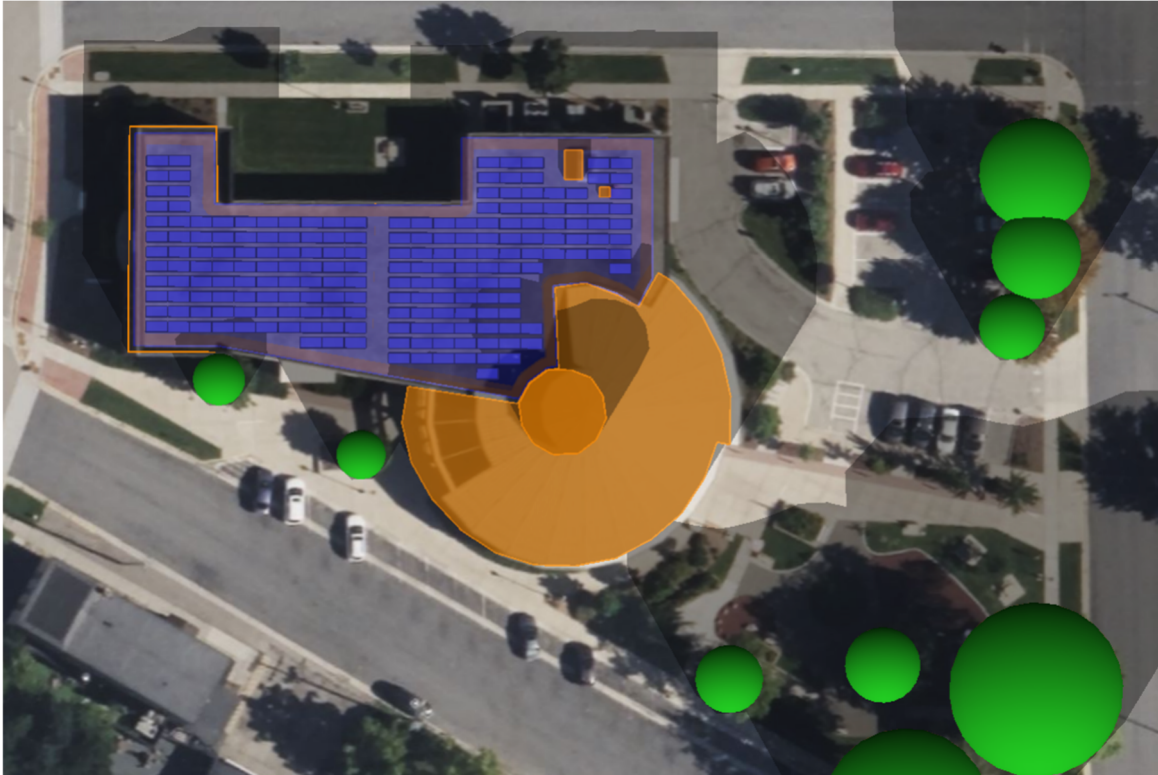
Table 46: Total Solar Potential

Sum of All Solar Sizes (kW DC)	Annual Production (kWh)	Estimated Measure Cost	Estimated Annual Cost Savings	Simple Payback (Years)
598 kW	795,500	\$926,855	\$101,833.71	10

All facilities were analyzed for solar PV capacity. The E.D. Locke Public Library and the McFarland Dog park below are shown as examples of the types of analysis that went into each facility.

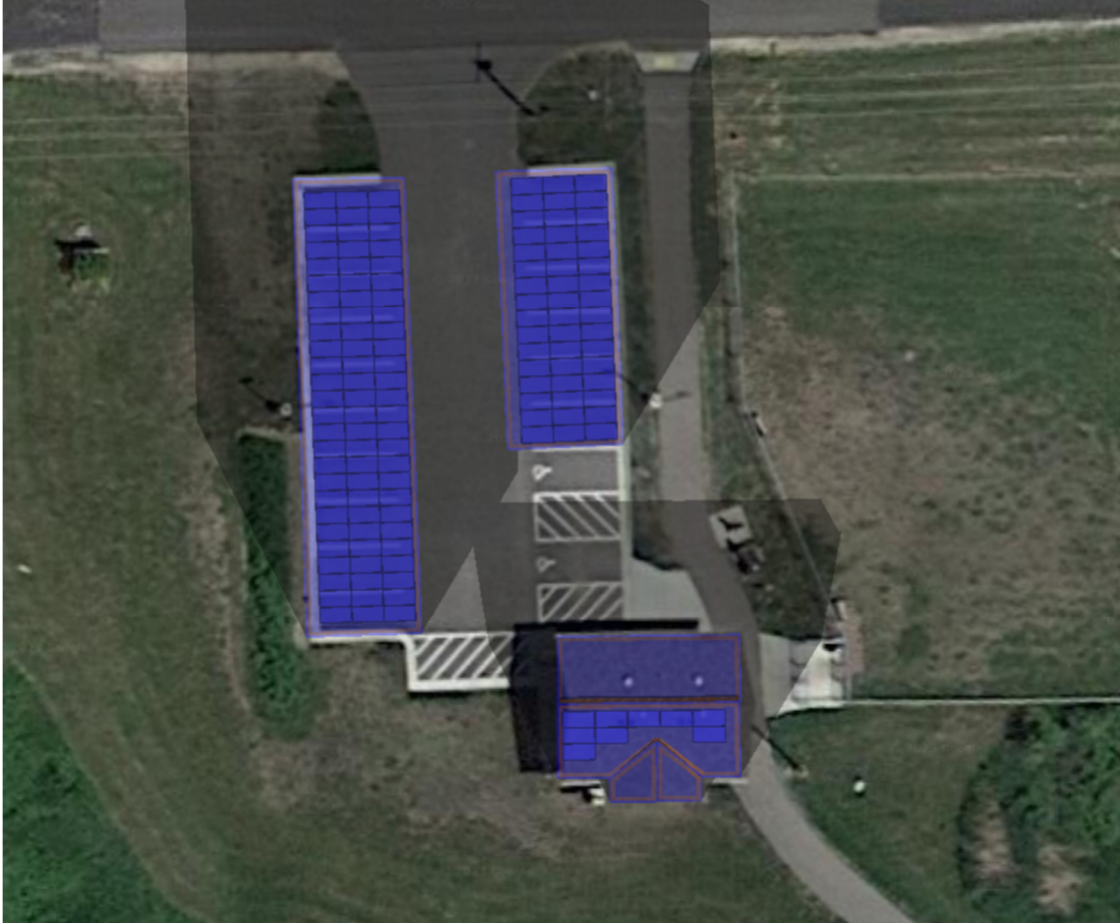
The E.D. Locke Public Library shows good potential for solar PV on the flat roof. The blue rectangles represent solar panels and the orange area is the front lobby which was modeled to identify any areas of shading this structure may produce on the solar panels to the North. The trees shown in green also were added for shading consideration.

Figure 24: Helioscope Model of E.D. Locke Public Library



The McFarland Dog Park offers just a small amount of area for solar PV on the existing structure but a site like this with a large, clear parking lot also offers the opportunity for carport solar PV. A system like this is often more expensive per Watt than roof mounted solar PV but comes with the added benefits of shading for cars in the summer and protection from snow on cars and the parking lot in the winter. Both of these perks suiting this park well which operates and is used all year round.

Figure 25: Helioscope model of McFarland Dog Park



On-site solar PV at sites like the ones that the Village of McFarland owns are typically installed in a configuration called “behind the meter” where the solar PV is tied directly into the main electrical panel at the facility which is located downstream from the utility meter. This configuration allows the electricity production to feed directly into the building offsetting electricity purchased from the grid. This configuration typically also allows excess electricity not used on-site to be sold back to the electricity company further offsetting that buildings consumption and overall electric bill.

Up front cost and anticipated payback period are important factors when considering on-site solar PV. A cost analysis was conducted to estimate initial up-front costs and payback period.

Solar PV system typically have a lifespan of 20 to 25 years, so a payback period of less than 15 years is typically most desirable. Costs were estimated at \$2.00 per Watt for roof mounted, and \$3.00 per watt for carport solar, but with the Inflation Reduction Act tax credits, this was reduced to \$1.49/Watt. And \$2.24/Watt respectively. This is from a 25.5% cost reduction that is available through the IRA, which includes a 30% cost reduction which is reduced to 25.5% if funding is through tax-exempt bonds. Most solar projects were planned around the 2025 to 2026 timeline except for the Library in which the PV was anticipated to be installed once the new second story addition is added. Solar PV projects were targeted early in the energy planning window because offsetting as much electricity from the grid prior to electrification projects is crucial for maximizing the carbon reduction early on. Electricity from the grid is relatively carbon intense, so before recommending switching from natural gas to electricity such as in the case of the Library and proposed new Community Center geothermal projects, it is ideal to receive as much electricity as possible from carbon-free sources such as solar PV.

Table 47: Renewable Energy Generation Measures

Building	Proposed Implementation Year	Measure Description	Savings (kWh)	Estimated Measure Cost	Estimated Annual Cost Savings	Simple Payback (Years)
Parks Department						
McDaniel Park	2026	Solar PV on main restroom/concession building roof – 13.0 kW DC	14,700	\$19,370	\$2,137	9
McDaniel Park	2026	Solar canopy on north end of park near Yahara bike trail or parking lot canopy – 203 kW DC	263,000	\$302,470	\$38,240	8
Brandt Park	2025	Solar PV on roof – 11.3 kW DC	13,800	\$16,837	\$2,049	8
William McFarland Park	2025	Solar PV on roof – 13.0 kW DC	16,600	\$19,370	\$2,447	8
McFarland Dog Park (Urso Park)	2025	Solar PV on roof and parking lot canopy – 51.7 kW DC	58,400	\$115,550	\$7,414	16
Lewis Park	2025	Solar PV on roof – 5.7 kW DC	7,540	\$8,493	\$1,186	7
Public Works						

Building	Proposed Implementation Year	Measure Description	Savings (kWh)	Estimated Measure Cost	Estimated Annual Cost Savings	Simple Payback (Years)
McFarland Public Works Building	2025	Additional Solar PV on roof – 69.7 kW DC	78,700	\$101,171	\$4,477	23
Well House #3	2025	Solar PV on roof – 12.4 kW DC	15,900	\$18,476	\$2,011	9
Well House #4 / Egner Park Shelter	2026	Solar PV in the field South of the shelter – 108.0 kW DC	150,900	\$160,920	\$25,053	6
Lift Station #5	2025	Solar PV on roof – 5.4 kW DC	5,260	\$8,046	\$756	11
Lift Station #2 (Future) ³²	Unknown future	Solar PV on roof – 14 kW DC	17,063	39,750	\$2,000	16
Library						
McFarland E.D. Locke Public Library	2032	Solar PV On Roof	134,700	\$156,152	\$16,114	10

³² Analysis for this future facility was completed in a separate report "Solar PV Feasibility Study for Village of McFarland Lift Station 2" completed in December 2022

10.0 Implementation Details of Energy Conservation Measures

The consultant developed an extensive list of energy efficiency measures to achieve a 76% CO₂ reduction by 2035 without RECs and a 90% reduction with RECs. These measures are focused primarily on investments that will reduce energy consumption while maintaining or improving occupant comfort. Project cost, energy savings, and annual cost savings allowed for an estimated simple payback period calculation. This is a comprehensive list and includes some measures that do not appear to have a favorable simple payback period. Despite this, those measures were still included in this list to show overall total possible energy and carbon reduction potential. The planned schedule was built by focusing on inexpensive yet impactful projects early on with larger capital projects happening later when funding is available.

At all parks department buildings, opportunities were mostly found in replacing old lighting, unplugging unused equipment and some small HVAC controls project at William McFarland Park. Urso Park saw the largest potential for energy savings where large electric heaters in the restrooms and dog wash area were noted to be the primary driver of electricity use and were over-heating the building during the winter months. From talking with park staff, it sounds like this was a known issue and may have been remedied already, but special attention should be kept on energy use through the winter.

Similar opportunities were noted at Public Works buildings – lighting upgrades at the main Public Works Building and the well houses and lift stations were consistent findings. At the main Public Works Building, Well House #4, and Lift Station #5, HVAC temperature setback, control strategies, and efficient operation should be explored through a retrocommissioning (RCx) effort. Focus on Energy offers incentives for such projects which is included in the cost estimates for these measures.

A retrocommissioning effort is also recommended for the Library. The Library was found to operate largely without any set schedules, temperature setbacks and have been in-use without any major review of the HVAC sequence of operation since the facility was opened. The windows were observed to be at or near end of life and a replacement cost and energy savings was also included. A 10-year master plan for this building includes a second story addition at which time switching over to a completely new ground source heat pump (geothermal) heating and cooling system is recommended.

Table 48: Energy Conservation Measures

Building	Proposed Implementation Year	Measure Description	Savings (kWh)	Savings (Therms)	Estimated Measure Cost	Estimated Annual Cost Savings	Simple Payback (Years)
Parks Department							
McDaniel Park	2025	Review plug loads to ensure nothing is plugged in and running when the facility is closed for long durations (e.g. refrigerators, dehumidifiers, battery chargers)	585	-	\$100	\$85	5
Brandt Park	2025	Replace any linear fluorescent lights with LED lights	224	-	\$170	\$33	1
Brandt Park	2025	Review plug loads to ensure nothing is plugged in and running when the facility is closed for long durations (e.g. refrigerators, dehumidifiers, battery chargers)	496	-	\$100	\$74	1
William McFarland Park	2025	Review plug loads to ensure nothing is plugged in and running when the facility is closed for long durations (e.g. refrigerators, dehumidifiers, battery chargers)	755	-	\$100	\$111	1

Building	Proposed Implementation Year	Measure Description	Savings (kWh)	Savings (Therms)	Estimated Measure Cost	Estimated Annual Cost Savings	Simple Payback (Years)
William McFarland Park	2025	Add temperature setbacks to thermostat schedules when the building is unoccupied	1,417	184	\$500	\$396	4
William McFarland Park	2025	Add lockout controls to prevent the HVAC system from running in the main area of the building when the large garage doors are open.	3,021	-	\$2,000	\$445	5
McFarland Dog Park (Urso Park)	2025	Verify thermostat settings on the electric unit heaters in each room. These are believed to drive the majority of the electricity use at the facility.	34,675	-	\$200	\$4,402	1
McFarland Dog Park (Urso Park)	2025	Review plug loads to ensure nothing is plugged in and running when the facility is closed for long durations (e.g. refrigerators, dehumidifiers, battery chargers)	693		\$100	\$88	5
Lewis Park	2025	Review plug loads to ensure nothing is plugged in and running when the facility is closed for long durations (e.g. refrigerators, dehumidifiers, battery chargers)	140		\$100	\$22	3

Building	Proposed Implementation Year	Measure Description	Savings (kWh)	Savings (Therms)	Estimated Measure Cost	Estimated Annual Cost Savings	Simple Payback (Years)
Lewis Park	2025	Add temperature setbacks to thermostat schedules when the building is unoccupied	-	184	\$500	\$196	5.1
Public Works							
McFarland Public Works Building	2026	Replace linear fluorescent lights with LED lights.	12,924	-	\$128,535	\$735	174.8
Well House #1	2025	Replace linear fluorescent lights with LED lights.	64	-	\$34	\$8	4.0
Well House #3	2025	Replace linear fluorescent lights with LED lights.	384	-	\$136	\$49	2.8
Well House #3	2025	Review temperatures and control strategies of AC and heating equipment to ensure the space is not being overcooled in the summer when not necessary and space is heated adequately to prevent pipe freezing but not over-heating space in winter.	2,497	38	\$2,342	\$358	6.5

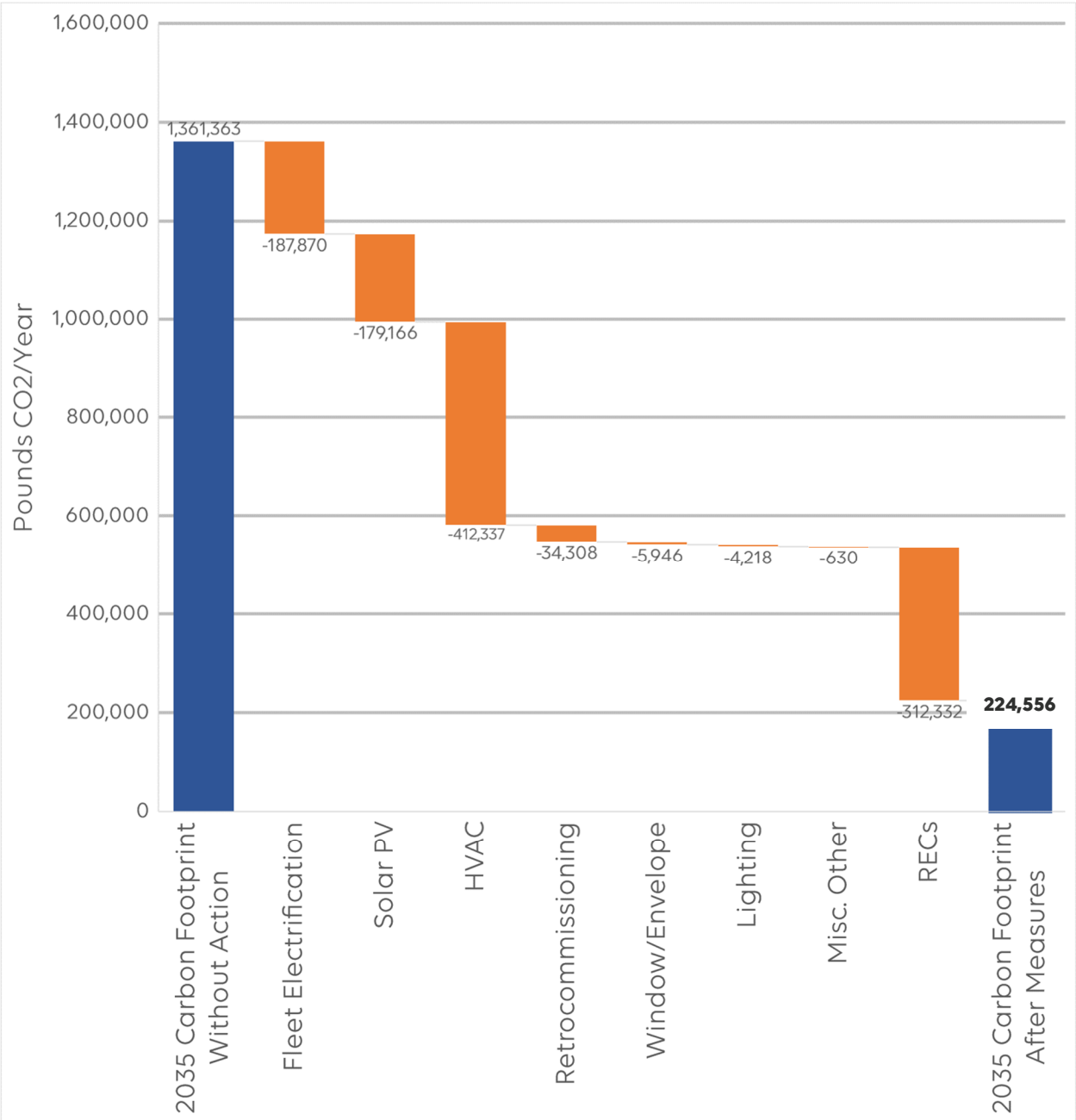
Building	Proposed Implementation Year	Measure Description	Savings (kWh)	Savings (Therms)	Estimated Measure Cost	Estimated Annual Cost Savings	Simple Payback (Years)
Well House #4 / Egner Park Shelter	2025	Replace linear fluorescent lights with LED lights.	192	-	\$102	\$32	3
Well House #4 / Egner Park Shelter	2025	Review temperatures and control strategies of AC and heating equipment to ensure the space is not being overcooled in the summer when not necessary and space is heated adequately to prevent pipe freezing but not over-heating space in winter.	2,582	12	\$2,350	\$448	5
Lift Station #5	2024	Replace linear fluorescent lights with LED lights.	224	-	\$119	\$32	3
Lift Station #5	2024	Review temperatures and control strategies of heating equipment to ensure the space is heated adequately to prevent pipe freezing but not over-heating space in winter.	-	33	\$2,414	\$45	54
Library							
E.D. Locke Public Library	2025	Retrocommissioning effort for the HVAC building automation system and lighting control system. o Verify all equipment including control valves,	29,010	2,351	\$20,000	\$5,363	3.

Building	Proposed Implementation Year	Measure Description	Savings (kWh)	Savings (Therms)	Estimated Measure Cost	Estimated Annual Cost Savings	Simple Payback (Years)
		pumps, and other HVAC equipment are functioning optimally. o Implement temperature setback schedules. o Implement outdoor air schedules to reduce or eliminate outdoor air from being brought in when the building is unoccupied. o Review sequences of operation to ensure that equipment is scheduled and operate in optimal ways for energy conservation.					
E.D. Locke Public Library	2026	Add daylighting control to automatically dim lights near windows when enough natural light is available.	3,868	-	\$11,265	\$463	24.
E.D. Locke Public Library	2032	Whole building geothermal retrofit. New HVAC	(210,236)	15,670	\$1,231,000	\$(12,537)	(73)
E.D. Locke Public Library	2025	New glazing – Low solar gain windows	5,802	392	\$300,000	\$1,009	297

11.0 Future Opportunities

The carbon reduction timeline presented in Figure 4 and shown below in Figure 26 shows a 2035 carbon footprint of 224,556 pounds per year after all measures and have been purchased and completed. This represents a 90% drop in carbon from the baseline year of 2022.

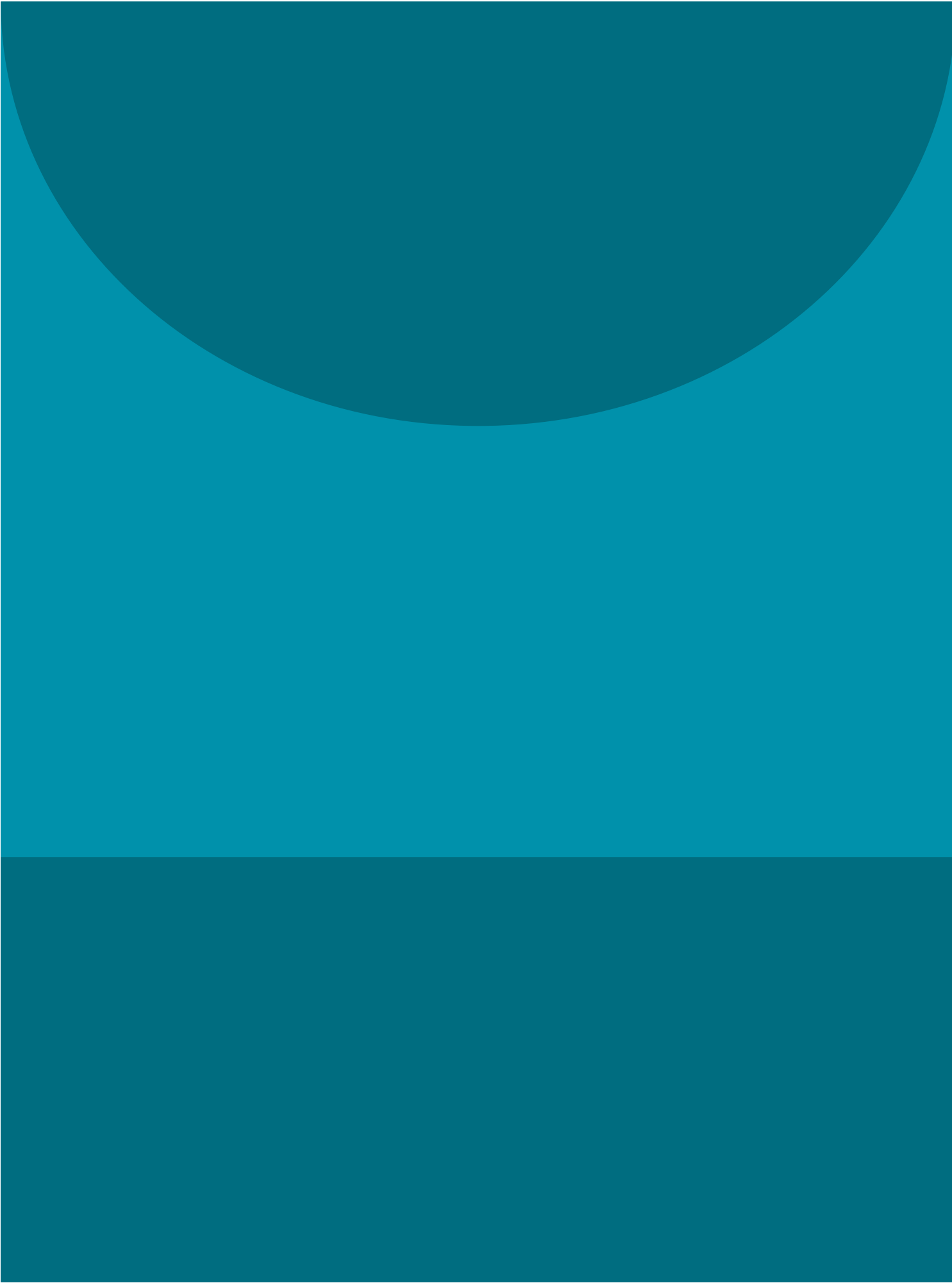
Figure 26: 2035 Carbon Footprint with and Without Action



The Village of McFarland could become a net zero carbon community with continued effort identifying and implementing carbon reduction opportunities. For example, no diesel reduction measures were targeted in this report, but aggressive fleet vehicle electrification of the heavy-duty diesel equipment would significantly impact the carbon footprint.

Lawn mowers, trimmers, chainsaws, and other small gas engine equipment could be replaced with electric counterparts. Electric tools and even riding lawnmowers have become a lot more common with improved battery technology. This could also be a unique opportunity to couple electric fleet vehicles with electric tools where the electric tools can be charged onboard the vehicles in between use. Besides the carbon benefits of such tools, reduced noise, and maintenance costs could be a bonus for the maintenance workers and the community.

The survey of the Public Works Building identified solar PV as the sole carbon reduction measure, mainly due to the absence of long-term planned changes or upgrades at this facility. To enhance carbon reduction efforts, the consultant recommends pursuing ambitious strategies when the facility undergoes significant renovations or plans for a new facility. A primary focus should involve transitioning away from natural gas heating, especially in the garage area, which is the primary energy end use at this facility. With the implementation of fleet electrification, substantial electrical renovations may become necessary to support the charging infrastructure. This presents an excellent opportunity to consider additional carbon reduction upgrades within the facility during that time.



Grant Analysis Overview
for the
VILLAGE OF MCFARLAND, WISCONSIN



September 12, 2023

(Approved Actions)

Organizational Review with Village Administrator/Community Development Director	August 21, 2023
Presented to Village Board	September 12, 2023

Prepared in part by:



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Section 1: Village of McFarland Officials

Village Board

Carolyn Clow	Village President
Stephanie Brassington	Village Trustee
Mike Flaherty	Village Trustee
Luke Fessler	Village Trustee
TJ Jerke	Village Trustee
Hilary Brandt	Village Trustee
Ed Wreh	Village Trustee

Village Staff

Matt Schuenke	Village Administrator
Cassandra Suettinger	Deputy Administrator/Clerk/Treasurer
Andrew Bremer	Community and Economic Development Director
Aaron Chapin	Police Chief
Chris Dennis	Fire and Rescue Chief
James Hessling	Public Works Director
Heidi Cox	Library Director
Stephanie Miller	Communications and Technology Director
Lori Andersen	Director of Senior Outreach

Finance Committee

Hilary Brandt, Chairperson	Stephanie Brassington
Mike Flaherty	

Section 2: Introduction and Description of Grant Overview

In February of 2023 village staff retained Robert W. Baird to conduct a grant analysis overview for the Village of McFarland. It was expressed the Village of McFarland Village Board had tasked staff with the desire to strategize grant opportunities available for initiatives found within the village's strategic and capital improvement plans. The process consisted of Baird providing general consulting services in reference to:

- Assisting in discussion with village administrator and community development director on CIP/Strategic Plan.
- Assisting in the evaluation of current 2022-2023 CIP/Strategic Plans and receive guidance from village staff on topic initiatives to provide in grant analysis.
- Developing a Grant Analysis Overview (Detailing identified projects from village staff, providing analysis of grant opportunities, effort level required to submit, timeframe, cost matching requirements and overall grant cost estimate.)
- Meeting with village staff (in person or electronically) to facilitate analysis/discussion of the Grant Analysis Overview.
- Attending public meetings (in person or electronically) to present Grant Analysis Overview.

Section 3: Summary of Findings

In working with village staff, the following were identified as priority areas for funding opportunities after reviewing the strategic and capital improvement plans for McFarland:

- [Community Center](#)
- [Library Expansion](#)
- [East Side Business Park](#)
- [Community Park](#)
- [Indoor Athletic Facility](#)
- [Inclusive Playground](#)
- [New Well](#)
- [Police Department](#)
- [Fire & EMS Departments](#)
- [Trail Grant](#)
- [Aquatic Center](#)

**Village of McFarland
Grant Analysis Overview**

Below is a table matrix created to showcase the number of grants incorporated within this document and provide an ability to jump directly to a particular grant webpage for further details:

Funding Challenge Levels:

HARD	MEDIUM	LOW
-------------	---------------	------------

ID #	Grant Program	Community Center	Library	East Side Business Park	Community Park	Indoor Athletic Facility	Inclusive Playground	New Well	Police Department	Fire & EMS Department	Trails	Aquatic Center
1	Rural Housing Service (Community Facilities)											
2	Rural Utilities Service (Rural Water and Waste Disposal Grant)											
3	Great Lakes Federal Grant Navigation Program											
4	USDA Community Facilities Direct Loan Grant Program											
5	HUD Exchange Grant Program											

**Village of McFarland
Grant Analysis Overview**

ID #	Grant Program	Community Center	Library	East Side Business Park	Community Park	Indoor Athletic Facility	Inclusive Playground	New Well	Police Department	Fire & EMS Department	Trails	Aquatic Center
6	Community Development Block Grant - Public Facilities (CDBG-PF)											
7	Walmart Local Community Grants											
8	Alliant Energy Giving for Good Program											
9	T-Mobile Hometown Grants											
10	Infrastructure and Capacity Building Challenge Grants											
11	National Leadership Grants for Libraries											
12	Laura Bush 21st Century Librarian Program											

**Village of McFarland
Grant Analysis Overview**

ID #	Grant Program	Community Center	Library	East Side Business Park	Community Park	Indoor Athletic Facility	Inclusive Playground	New Well	Police Department	Fire & EMS Department	Trails	Aquatic Center
13	EBSCO Solar Installation Grant for Public Libraries											
14	Dollar General Youth Literacy Grants											
15	USDA Water & Waster Disposal Loan & Grant Program											
16	EDA Program Public Works and Economic Adjustment Assistance											
17	Wisconsin DOT Transportation Economic Assistance											
18	Wisconsin DOT Transportation Alternative Program (TAP)											

**Village of McFarland
Grant Analysis Overview**

ID #	Grant Program	Community Center	Library	East Side Business Park	Community Park	Indoor Athletic Facility	Inclusive Playground	New Well	Police Department	Fire & EMS Department	Trails	Aquatic Center
19	Wisconsin DOT Surface Transportation Program - Urban											
20	Community Development Block Grant- Public Facilities for ED											
21	Green Bay Packers Foundation											
22	AARP Community Challenge											
23	Christopher & Dana Reeve Foundation Quality of Life Grant											
24	Recreational Trails Program											
25	The Norma and Stanley Deboer Quit Trails Fund											

**Village of McFarland
Grant Analysis Overview**

ID #	Grant Program	Community Center	Library	East Side Business Park	Community Park	Indoor Athletic Facility	Inclusive Playground	New Well	Police Department	Fire & EMS Department	Trails	Aquatic Center
26	Knowles-Nelson Stewardship Local Assistance Grant Programs											
27	Land and Water Conservation Fund											
28	Preparing for Active Shooter Situations (PASS) Program											
29	School Violence Prevention Program Grant											
30	Community Policing Development (CPD) Accreditation											
31	Encouraging Innovation: Field Initiated Programs											

**Village of McFarland
Grant Analysis Overview**

ID #	Grant Program	Community Center	Library	East Side Business Park	Community Park	Indoor Athletic Facility	Inclusive Playground	New Well	Police Department	Fire & EMS Department	Trails	Aquatic Center
32	Law Enforcement Agenda Grant											
33	Leary Firefighters Grant											
34	Professional Fire Fighters of Wisconsin Support Grant											
35	FM Global Fire Prevention Grant Program											
36	Gary Sinise Foundation First Responders Grant											
37	FEMA Assistance to Firefighters											

Section 4: Appropriation Funding/Pilot Opportunities

Every year, Congress is responsible for allocating overall funding (“appropriations”) for offices, programs, and grants administered by the federal government. A municipality can request their House of Representative and State Senator to advocate for projects and programs that are beneficial to the district and the constituents they represent.

In researching McFarland’s representatives, the following information was found:

United States House of Representatives:

Mark Pocan

<https://pocan.house.gov/>

Appropriation Request Page

<https://pocan.house.gov/PocanAppropsRequest>

United States Senate Representatives:

Ron Johnson

<https://www.ronjohnson.senate.gov/>

Tammy Baldwin

<https://www.baldwin.senate.gov/>

Appropriation Request Page

<https://www.baldwin.senate.gov/appropriations-and-federal-funding>

Most of the capital projects indicated within McFarland’s strategic and capital improvement plans could be requested under the following categories:

- **Rural Housing Service (Community Facilities)**

For eligibility purposes Rural is defined as areas including cities, villages, townships, and towns including Federally Recognized Tribal Lands with no more than 20,000 residents according to the latest U.S. Census Data are eligible for consideration.

Grants to purchase, construct, or improve essential community facilities, to purchase equipment, and pay other related project expenses. Examples of eligible projects include but are not limited to medical or dental clinics, healthcare facilities, police or fire departments, and public works vehicles. Community Facilities grants cannot be used to pay initial operating expenses or annual recurring expenses, refinance existing debt, pay interest, build, or repair facilities in non-rural areas, or pay for construction costs of facilities that will be used for commercial rental space.

- **Rural Utilities Service (Rural Water and Waste Disposal Grants)**

For eligibility purposes Rural is defined as areas including cities, villages, townships, and towns including Federally Recognized Tribal Lands with no more than 20,000 residents according to the latest U.S. Census Data are eligible for consideration.

The Water and Waste Disposal Grant Program may be used to finance the acquisition, construction or improvement of drinking water sourcing, treatment, storage, and disposal; sewer collection, transmission, treatment, and disposal; solid waste collection, disposal, and closure; and storm water collection, transmission, and closure.

Should McFarland decide to apply for any of the grants listed within this overview it would be beneficial to reach out to all representatives to request a letter of support or directly request for appropriation funding.

Historically with any request for funding the following information should be provided to your representative:

1. Name of Department or Federal Agency that is receiving your application or request.
2. The exact name of the federal competition/the exact name and CFDA number (and Funding Opportunity number, if available) of the federal grant for which you are applying.
3. Date the application will be or already has been submitted to the agency for review and the expected timeline and decision.
4. Description of your proposal for federal funding, including who would benefit from the grant, how they would benefit, the amount of money you are requesting and how the money you are requesting would be used.
5. Any studies or supporting documents to validate community need.
6. Letters of support from various community members, businesses, and organizations.

Another opportunity to consider for projects identified within the McFarland's Strategic and Capital plans would be to have staff or a consultant submit an inquiry through the Grant Lakes Federal Grant Navigation Program. The program provides an opportunity for a municipality to gain resource assistance from the National League of Cities.

Funding Opportunity Great Lakes Federal Grant Navigation Program

Website: <https://www.nlc.org/initiative/federal-grant-navigation-program/>

Program Overview: National League of Cities launched a free grant navigation program to assist local government staff with collecting the necessary data and applying for federal grants. By participating in the program, your municipality will receive specialized, one-on-one assistance, in addition to contributing to a robust nationwide collection of data that will help inform policymakers on how to maximize the impact of federal dollars. In the long term, the data you help us collect will help us ensure that federal grant dollars for local governments are used in a fiscally responsible manner and provide the greatest value for residents going forward.

Eligibility: Currently, the NLC Federal Grant Navigation Program is conducting a pilot with cities that meet the following criteria:

- Cities that are in Wisconsin.
- Municipalities with populations near and above 6,000 residents
- The program is open to both NLC members and non-members.

Fund Usage: ARPA allocated \$65 billion in direct relief allocated to all 19,000 cities, towns, and villages. This comes in addition to offering cities billions of dollars in federal grants for local housing, health care, technology modernization, education, workforce, transportation, and economic development needs. Even more funding is coming to communities through IIJA to support decades-long delayed infrastructure needs. These funds will be essential to help strengthen communities that faced heavy economic losses during the pandemic.

Funding Available/Terms: NLC's Federal Grant Navigation Program is Free of Charge, and McFarland would incur not cost for participating.

Grant Application Process: NLC's Federal Grant Navigation Program will assist through four key steps needed to successfully secure federal grant funding:

- Conduct a Data-Driven Needs Assessment
- Match your Community's Needs with Funding Streams
- Apply for Federal Grants
- Collect the Necessary Information for Treasury Department Reporting

Funding Challenge Level: **LOW,**
Village staff can submit inquiry on their own.

Section 5: Community Center Funding Opportunities

Within the 2023-2027 McFarland Capital Improvement Plan is the planned project for a community center. The document indicates the Village is in the process of creating a master plan for the Municipal Center Campus to guide implementation of a Community Center.

The timeline for completion and occupancy of the Public Safety Center is in 2023 freeing up the former space. The master plan will be completed in the Spring of 2023 allowing for design work to commence in line with the master plan. Construction can follow then in 2024 with occupancy hypothetically in 2025.

The amount shown within the plan is an estimate and the master plan will provide a more specific cost opinion. It was derived from estimates used in the 2017 study and current experience with the Public Safety Center project. Once the new master plan is done, the next Capital Improvement Plan can be updated to include a more direct number consistent with the accepted master plan. Within this section are grant and funding opportunities which could be applied for to support the goals and initiatives identified above.

Funding Opportunity # 1- USDA Community Facilities Direct Loan Grant Program.

Website: <https://www.rd.usda.gov/programs-services/community-facilities/community-facilities-direct-loan-grant-program/wi>

Program Overview: This program provides affordable funding to develop essential community facilities in rural areas. An essential community facility is defined as a facility that provides an essential service to the local community for the orderly development of the community in a primarily rural area, and does not include private, commercial, or business undertakings.

Eligibility: Rural areas including cities, villages, townships, and towns including Federally Recognized Tribal Lands with no more than 20,000 residents according to the latest [U.S. Census Data](#) are eligible for this program.

Fund Usage: Funds can be used to purchase, construct, and / or improve essential community facilities, purchase equipment, and pay related project expenses. Examples include community support services such as community centers.

Funding Available:

- Low interest direct loans
- Grants-
- A combination of the two above, as well as our [loan guarantee program](#). These may be combined with commercial financing to finance one project if all eligibility and feasibility requirements are met.

Funding Terms: Due to the median household income for McFarland the grant process will be difficult to qualify for so recommendation would be to utilize low interest direct loan funding option.

USDA Direct Loan Opportunity:

- Loan repayment terms may not be longer than the useful life of the facility, state statutes, the applicant's authority, or a maximum of 40 years, whichever is less.
- Interest rates are set by Rural Development, Current interest rates for the 3rd quarter Fiscal Year 2023, effective to June 2023 are between 3.75%-4.5%
- Once the loan is approved, the interest rate is fixed for the entire term of the loan and is determined by the median household income of the service area and population of the community.

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- There is no pre-payment penalty.

Additional Requirements:

- Applicants must have legal authority to borrow money, obtain security, repay loans, construct, operate, and maintain the proposed facilities.
- Applicants must be unable to finance the project from their own resources and/or through commercial credit at reasonable rates and terms.
- Facilities must serve rural area where they are/will be located.
- Project must demonstrate substantial community support.
- Environmental review must be completed/acceptable.

Grant Application Process: Contact your local office to discuss community center project. Applications for this program are accepted year-round. Program resources are available online. (Includes forms needed, guidance, certifications) Will require McFarland to have a [Unique Entity ID number](#) and also require registration with the [System for Award Management \(SAM\)](#).

Rural Development Area Office Contact:

Jillian Lindholm, Area Director

1124 Professional Drive, Suite 100

Dodgeville, WI 53533

Phone: 608-935-2791

Fax: 855-715-8479

E-mail: wi-rd-dodgeville@usda.gov

Funding Challenge Level: HARD FOR GRANT, MEDIUM FOR LOAN

Village staff can submit application on their own, but consideration also should be made to have application submitted by either architectural or engineering firm. Further discussions will need to occur with Rural Development contact for eligibility.

Funding Opportunity # 2 ***HUD Exchange Section 108 Loan Guarantee Program***

Website: <https://www.hudexchange.info/programs/section-108/section-108-program-eligibility-requirements/#overview>

Program Overview: The Section 108 Loan Guarantee Program (Section 108) provides communities with a source of low-cost, long-term financing for economic and community development projects. Section 108 financing provides an avenue for communities to undertake larger, more costly projects, where they may have limited resources to invest in upfront.

Eligibility: The program is authorized under Section 108 of the Housing and Community Development Act of 1974 as the loan guarantee component of the [Community Development Block Grant \(CDBG\) Program](#). The specific regulations governing the Section 108 Program may be found at [24 CFR 570](#), Subpart M, Loan Guarantees.

Fund Usage: Section 108 can fund economic development, housing, public facilities, infrastructure, and other physical development projects, including improvements to increase their resilience against natural disasters. This flexibility of uses makes it one of the most potent and important public investment tools that HUD offers to states and local governments.

Funding Available/Terms: Section 108 loans may be used to finance the construction, reconstruction, or installation of public facilities including street, sidewalk, and other site improvements that are part of the overall project. The funds can also be used for related relocation, clearance, or site improvements. The borrower's cost of administering a Section 108 loan can be allocated to the CDBG administration cap of 20 percent, or the costs can be included as an activity delivery cost in carrying out the project. For example, if a borrower's employees underwrite economic development loans that are to be made with Section 108 funds, the portion of their salaries spent on this function can be treated as costs of carrying out the activity. This is important because these costs are not subject to the limitation on the use of CDBG funds to pay planning and administrative costs.

Grant Application Process: Public entities wishing to apply for Section 108 loan guarantee assistance are advised to contact HUD in advance for guidance on preparing an application. Note that there are citizen participation requirements that must be followed before the submission of a Section 108 application. Public entities should contact the Section 108 office in Washington, DC at section108@hud.gov.

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See application guidance Section 108 regulations at [24 CFR 570.704: Application Requirements](#).

Funding Challenge Level: HARD,

Village staff can submit application on their own, but consideration also should be made to have application submitted by either architectural or engineering firm. Further discussions will need to occur with Rural Development contact for eligibility.

***Funding Opportunity # 3
Wisconsin Division of Energy, Housing and Community
Resources, Community Development Block Grant-Public
Facilities (CDBG-PF)***

Website: <https://energyandhousing.wi.gov/Pages/AgencyResources/CDBG-PF.aspx>

Program Overview: Public Facilities funds help support infrastructure and facility projects for communities. Examples of eligible projects include improvements, repairs, or expansions of streets, drainage systems, water and sewer systems, sidewalks, and community centers. Grants are limited to projects that, if implemented, meet a CDBG National Objective.

Eligibility: Village staff will want to review further with Department of Administration to verify if they meet qualifications to benefit primarily low to moderate income individuals.

Funding Available/Terms: The 2023 CDBG-PF annual competitive grant will make up to approximately \$10 million (Pending Federal allocation to the State of Wisconsin and approval of the state's Annual Action Plan) available to assist UGLGs to expand and improve public infrastructure and facility projects critical to community vitality and sustainability. Typically, these projects will involve streets, sidewalks, water and sewer systems, storm water drainage and retention, senior and community centers, fire stations, libraries, blight elimination, accessibility modifications, and other similar types of activities. Under the State's CDBG-PF Program, the Department of Administration's Division of Energy, Housing and Community Resources will award grants up to a 2:1 ratio (i.e., maximum \$2 CDBG for every \$1 Grantee Match) toward the total project cost, up to a maximum \$1,000,000 award.

Grant Application Process: To be considered for 2023 CDBG-PF annual competitive grant funding, the completed and signed CDBG-PF Application form and all required application attachments and supporting documents must be received by DEHCR no later than the required date which historically is in May of each calendar year.

Funding Challenge Level: **MEDIUM,**

Village staff can submit inquiry on their own, but consideration can be made to have assistance from formal grant writer or to have staff attend training sessions to learn submittal process through Wisconsin Department of Administration.

Funding Opportunity # 4 Walmart Local Community Grants

Website: <https://walmart.org/how-we-give/local-community-grants>

Program Overview: Their local community grants are awarded through an open application process and provide funding directly from Walmart and Sam's Club facilities to local organizations in the U.S.

Eligibility: A recognized government entity: state, county, or city agency, including law enforcement or fire departments, that are requesting funds exclusively for public purposes and CyberGrants FrontDoor verified.

Fund Usage: There are (8) areas of funding for which an organization can apply. The two areas which are most directly related to the creation of a community center would be:

- Community and Economic Development: Improving local communities for the benefit of low-income individuals and families in the local service area.
- Quality of Life: Improving access to recreation, arts or cultural experiences for low-income individuals and families in the local service area

Funding Available/Terms: Local community grants ranging from a minimum of \$250 to a maximum of \$5,000.

Grant Application Process: Grant applications for calendar year 2023 will be accepted on a quarterly basis. Deadlines for submissions are as follows:

- Quarter 1: Feb 1 – April 15
- Quarter 2: May 1 – July 15
- Quarter 3: August 1 – October 15
- Quarter 4: November 1 – December 31
- Applications may be submitted at any time during each quarter funding cycle. All applications will be reviewed prior to the next funding cycle.
- Organizations may only submit a total number of 25 applications and/or receive up to 25 grants within the 2023 grant cycle.
- All organizations applying for a Local Community grant must be [CyberGrants FrontDoor](#) verified prior to applying.

Funding Challenge Level: **LOW,**

Village staff can submit application on their own.

Funding Opportunity # 5 Alliant Energy Giving for Good Program

Website: <https://www.alliantenergy.com/communitysupportandsafety/grantssponsorships/givingforgood>

Program Overview: Alliant Energy and the Alliant Energy Foundation build stronger communities through investments in organizations and communities in Wisconsin.

Eligibility: A recognized government entity: state, county, or city agency, including law enforcement or fire departments, that are requesting funds exclusively for public purposes and CyberGrants FrontDoor verified.

Fund Usage: Alliant Energy has four key focus areas and the two potential areas to apply for a community center would be the following:

- Workforce Readiness with a focus on Youth Development and Mentoring. This area provides funding for leadership and mentoring, anti-bullying, afterschool programs, YMCA's.
- Community Safety and Engagement. This area provides funding for playground updates for new equipment at public parks which could be incorporated into a community center.

Funding Available/Terms: Funding availability and terms are provided after applying and can range from project to project. In 2022 projects in Dane County were funding between \$1,000 and \$50,000 dollars.

Grant Application Process: Applications are accepted year-round and reviewed monthly. With any request for a specific date/vent they ask to apply at least 60 days prior. Online Applications are preferred but requests can be made via email or phone number if necessary. Questions can be sent to foundation@alliantenergy.com or 1-866-769-3779.

Funding Challenge Level: **LOW,**

Village staff can submit application on their own.

Funding Opportunity # 6 T-Mobile Hometown Grants

Website: <https://www.t-mobile.com/brand/hometown-grants>

Program Overview: T-Mobile Hometown Grants is a \$25 million, five-year initiative to support the people and organizations who help small towns across America thrive and grow. Hometown Grants are given every quarter to up to 25 small towns. Apply for funding to support a community project of your choice, like revitalizing or repurposing a historic structure, creating a downtown asset or destination, or improving a space where friends and neighbors gather. Projects that add to a sense of place or could lead to further investment are of particular interest. We look forward to learning more about your town and your project.

Eligibility: T-Mobile is partnering with trusted non-profit organizations Smart Growth America and Main Street America on our grant selection panel. Both organizations have deep expertise in building stronger, healthier, and more connected communities. Eligibility is mainly for small towns with population less than 50,000.

Funding Available/Terms: Recipients are selected and awarded on a quarterly basis with grants up to \$50,000 per municipality.

Grant Application Process: Full proposal should be three (3) to five (5) pages. Should include, but is not limited to:

- Detailed description of project to be evaluated by an internal TMO panel and nonprofit organization(s)
- Detailed budget, including breakdown of budget line items.
- Timeline
- “Shovel ready” plan, with:
 - Outline of expected town outcomes, demonstrating how the project or strategy will lead to the anticipated result/change.
 - Details on permits needed/obtained, if applicable, to begin work upon receipt of funds
 - Any additional companies/business partnerships to be contracted for the work.

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- Up to 5 letters of support from local government and/or community organizations, partners, or members, demonstrating community alignment, engagement, and consensus for the proposed project.

Funding Challenge Level: LOW,

Village staff can submit application on their own.

Section 6: Library Expansion Funding Opportunities

Within the 2023-2027 McFarland Capital Improvement Plan are various projects related towards the improvement of the library. Within the document is the detailed breakdown of the following repairs:

2023- Boiler Replacement
2023-Shelving Improvements
2024- Furniture Upholstery
2024- Parking Lot and Stormwater Outlet Rehabilitation
2024-Roof Replacement
2023-2027 Computer Replacements

Within the 2020-2030 McFarland Strategic plan is the goal to develop a central Village Plaza to connect the library with the planned community/senior center and to partner with the Library Board to plan for and support future library facility improvements.

In 2022 the E.D Locke Public Library completed a revision of a facilities study where the recommendation was to support long term growth and programming demands an expansion of the current footprint either horizontally or vertically would be necessary. The study indicated the preferred method of expansion is to utilize an already built structural system and add a second level to the library.

Within this section are grant and funding opportunities which could be applied for to support the goals and initiatives identified above.

Funding Opportunity # 1- USDA Community Facilities Direct Loan Grant Program.

Website: <https://www.rd.usda.gov/programs-services/community-facilities/community-facilities-direct-loan-grant-program/wi>

Program Overview: This program provides affordable funding to develop essential community facilities in rural areas. An essential community facility is defined as a facility that provides an essential service to the local community for the orderly development of the community in a primarily rural area, and does not include private, commercial, or business undertakings.

Eligibility: Rural areas including cities, villages, townships, and towns including Federally Recognized Tribal Lands with no more than 20,000 residents according to the latest [U.S. Census Data](#) are eligible for this program.

Fund Usage: Funds can be used to purchase, construct, and / or improve essential community facilities, purchase equipment, and pay related project expenses. Examples include educational services such as libraries.

Funding Available:

- Low interest direct loans
- Grants-
- A combination of the two above, as well as our [loan guarantee program](#). These may be combined with commercial financing to finance one project if all eligibility and feasibility requirements are met.

Funding Terms: Due to the median household income for McFarland the grant process will be difficult to qualify for so recommendation would be to utilize low interest direct loan funding option.

USDA Direct Loan Opportunity:

- Loan repayment terms may not be longer than the useful life of the facility, state statutes, the applicant's authority, or a maximum of 40 years, whichever is less.
- Interest rates are set by Rural Development, Current interest rates for the 3rd quarter Fiscal Year 2023, effective to June 2023 are between 3.75%-4.5%
- Once the loan is approved, the interest rate is fixed for the entire term of the loan and is determined by the median household income of the service area and population of the community.
- There is no pre-payment penalty.

Additional Requirements:

- Applicants must have legal authority to borrow money, obtain security, repay loans, construct, operate, and maintain the proposed facilities.
- Applicants must be unable to finance the project from their own resources and/or through commercial credit at reasonable rates and terms.
- Facilities must serve rural area where they are/will be located.
- Project must demonstrate substantial community support.
- Environmental review must be completed/acceptable.

Grant Application Process: Contact your local office to discuss community center project. Applications for this program are accepted year-round. Program resources are available online. (Includes forms needed, guidance, certifications) Will require McFarland to have a [Unique Entity ID number](#) and also require registration with the [System for Award Management \(SAM\)](#).

Rural Development Area Office Contact:

Jillian Lindholm, Area Director
1124 Professional Drive, Suite 100
Dodgeville, WI 53533
Phone: 608-935-2791
Fax: 855-715-8479
E-mail: wi-rd-dodgeville@usda.gov

Funding Challenge Level: **HARD,**

Village staff can submit application on their own, but consideration also should be made to have application submitted by either architectural or engineering firm. Further discussions will need to occur with Rural Development contact for eligibility.

Funding Opportunity # 2 ***Infrastructure and Capacity Building Challenge Grants***

Website: <https://www.neh.gov/grants/preservation/infrastructure-and-capacity-building-challenge-grants>

Program Overview: Capital Projects support the purchase, design, construction, restoration, or renovation of facilities for humanities activities. This includes costs related to planning as well as the purchase and installation of related moveable and permanently affixed equipment for exhibiting, maintaining, monitoring, and protecting collections (whether on exhibit or in storage), and for critical building systems, such as electrical, heating ventilation and air conditioning, security, life safety, lighting, utilities, telecommunications, and energy management. Digital Infrastructure supports the maintenance, modernization, and sustainability of existing digital scholarly projects and platforms.

Eligibility: Eligible applicants include U.S. nonprofit organizations with 501(c)(3) tax-exempt status, accredited public and 501(c)(3) institutions of higher education, state, and local governmental agencies, and federally recognized Native American tribal governments.

Funding Available/Terms: Capital Projects are funded in two levels with different match ratios and periods of performance depending on the amount requested.

	Level 1	Level 2	Chair's Special Awards
Period of performance	Up to two years	Two to five years	Two to five years
Required match ratio	1:1 for all applicants	1:1 for applicants meeting special eligibility requirements 3:1 for applicants meeting general eligibility requirements See C2. Matching Requirements.	1:1 for applicants meeting special eligibility requirements 4:1 for applicants meeting general eligibility requirements See C2. Matching Requirements.
Maximum NEH federal matching funds	\$150,000	\$500,000	\$1,000,000
Maximum required third-party, nonfederal gifts	\$150,000	\$1,500,000	\$4,000,000
Maximum total project costs	\$300,000	\$2,000,000	\$5,000,000

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Match ratios for applicants meeting general eligibility requirements must meet the following match ratios:

- Requests for Level 1 grants up to \$150,000 must be matched at \$1 in third-party, nonfederal gifts for every \$1 in federal funds (1:1).
- Requests for Level 2 grants from \$150,001 to \$500,000 must be matched at \$3 in third party, nonfederal gifts for every \$1 in federal funds (3:1).
- Requests for a Chair's Special Award from \$500,001 to \$1,000,000 must be matched at \$4 in third-party, nonfederal gifts for every \$1 in federal funds (4:1).

Grant Application Process: The application process requires the municipality to apply using Grants.gov Workspace or a Grants.gov system-to-system solution. For more information visit the website link. Once that is completed a formal content and form application submission is required which will include a narrative, budget, and other forms, and attachments.

Funding Challenge Level: **HARD,**

Village staff can submit application on their own, but consideration also should be made to have application submitted by either grant writer, architectural, or engineering firm.

Funding Opportunity # 3 ***National Leadership Grants for Libraries***

Website: <https://www.ims.gov/grants/available/national-leadership-grants-libraries>

Program Overview: The National Leadership Grants for Libraries Program (NLG-L) supports projects that address critical needs of the library and archives fields and have the potential to advance practice and strengthen library and archival services for the American public. Successful proposals will generate results such as new models, tools, research findings, services, practices, and/or alliances that can be widely used, adapted, scaled, or replicated to extend and leverage the benefits of federal investment.

The goals for this program are to generate projects of far-reaching impact that:

- Build the workforce and institutional capacity for managing the national information infrastructure and serving the information and education needs of the public.
- Build the capacity of libraries and archives to lead and contribute to efforts that improve community well-being and strengthen civic engagement.
- Improve the ability of libraries and archives to provide broad access to and use of information and collections with emphasis on collaboration to avoid duplication and maximize reach.
- Strengthen the ability of libraries to provide services to affected communities in the event of an emergency or disaster.
- Strengthen the ability of libraries, archives, and museums to work collaboratively for the benefit of the communities they serve.

Eligibility: *Must* be either a unit of State or local government or be a private, nonprofit organization that has nonprofit status under the Internal Revenue Code of 1954, as amended, and located in one of the 50 States of the United States of America, the District of Columbia, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, the Republic of the Marshall Islands, the Federated States of Micronesia, or the Republic of Palau.

In addition, you must qualify as one of the following six types of organizations: 1. A library or a parent organization, such as a school district, a municipality, a state agency, or an academic institution, that is responsible for the administration of a library. Eligible libraries include: (a) Public libraries.

Funding Available/Terms:

Award amounts and cost share requirements are as follows:

Project Type	Award Amount	Cost Share Requirement
Planning Grants	\$50,000 to \$150,000	No cost share required.
Forum Grants	\$50,000 to \$150,000	No cost share required.
Implementation Grants	\$50,000 to \$1,000,000	Requests of more than \$249,999 in IMLS funds require at least 1:1 cost share from non-federal sources.
Applied Research Grants	\$50,000 to \$750,000	No cost share required.

Cost sharing is not considered in the review of applications but is an eligibility criterion for certain NLG-L projects. See the Notice of Funding Opportunity for further information on cost sharing.

Grant Application Process: The application process for the NLG-L program has two phases; applicants must begin by applying for Phase I. For Phase I, all applicants must submit Preliminary Proposals by the September 21st deadline listed for this Notice of Funding Opportunity. For Phase II, only selected applicants will be invited to submit Full Proposals, and only those Invited Full Proposals will be considered for funding. Invited Full Proposals will be due March of the following year.

Funding Challenge Level: **MEDIUM,**

Village staff can submit inquiry on their own, but consideration can be made to have assistance from formal grant writer or to have staff attend training sessions to learn submittal process through Institute of Museum and Library Services.

Funding Opportunity # 4
Laura Bush 21st Century Librarian Program

Website: <https://www.ims.gov/grants/available/laura-bush-21st-century-librarian-program>

Program Overview: The Laura Bush 21st Century Librarian Program (LB21) supports the training and professional development of library and archives professionals; developing faculty and information leaders; and recruiting, educating, and retaining the next generation of library and archives professionals to develop a diverse workforce of library and archives professionals and meet the information needs of their communities.

The goals for this program are to generate projects of far-reaching impact that:

- Recruit, train, develop, and retain a diverse workforce of library and archives professionals.
- Develop faculty, library, and archives leaders by increasing the institutional capacity of libraries, archives, and graduate programs related to library and information science.
- Enhance the training and professional development of the library and archival workforce to meet the needs of their communities.

Eligibility: To be eligible for an award under the Laura Bush 21st Century Librarian Program, you must:

1. Be either a unit of State, local, or tribal government or be a private, nonprofit organization that has nonprofit status under the Internal Revenue Code of 1954, as amended, and 2. be located in one of the 50 States of the United States of America, the District of Columbia, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, the Republic of the Marshall Islands, the Federated States of Micronesia, or the Republic of Palau.

In addition, you must qualify as one of the following six types of organizations:

1. A library or a parent organization, such as a school district, a municipality, a state agency, or an academic institution, that is responsible for the administration of a library. Eligible libraries include:

(a) Public libraries.

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(b) Public elementary and secondary school libraries.

(c) Tribal libraries.

(d) College (including community college) and university libraries.

(e) Research libraries and archives that are not an integral part of an institution of higher education and that make publicly available library services and materials that are suitable for scholarly research and are not otherwise available.

(f) Private or other special library, but only if the State in which such private or special library is located determines that the library should be considered a library for purposes of Library Services and Technology (see 20 U.S.C. § 9121-9165).

(g) Archives, including institutional, community-based, and special collections, that are under the supervision of at least one permanent professional staff member and are available to the public.

Funding Available/Terms: For the Laura Bush 21st Century Librarian Program, the requirements to provide cost share from non-federal sources differ according to project type:

Project Type	Award Amount	Cost Share Requirement
Planning	\$50,000 - \$150,000	No cost share required.
Forum	\$50,000 - \$150,000	No cost share required.
Implementation	\$50,000 - \$1,000,000	Requests of more than \$249,999 in IMLS funds require at least 1:1 cost share from non-federal sources.
Early Career Research Development	\$50,000 - \$750,000	No cost share required.
Applied Research	\$50,000 - \$750,000	No cost share required.

Cost sharing is an eligibility criterion and is not considered in the peer review of applications. Cost share that appears in the project budget should be calculated carefully. Awardees are expected to meet their cost share commitments.

Grant Application Process: The application process for the Laura Bush 21st Century Librarian Program consists of two phases.

For Phase I, all applicants must submit Preliminary Proposals (see Section D2 of this Notice of Funding Opportunity).

For Phase II, selected applicants will be invited to submit full proposals (Invited Full Proposals) (see Section D3 of this Notice of Funding Opportunity).

For both phases, applicants must submit their materials by the deadlines indicated on page 1 of the Notice of Funding Opportunity which historically has been towards the end of September each year with the full proposal due in late March. Late applications will not be considered for funding under this notice. Only Invited Full Proposals will be considered for funding.

Funding Challenge Level: **MEDIUM,**

Village staff can submit inquiry on their own, but consideration can be made to have assistance from formal grant writer or to have staff attend training sessions to learn submittal process through Institute of Museum and Library Services.

Funding Opportunity # 5 EBSCO Solar Installation Grant for Public Libraries

Website: <https://www.ebsco.com/solar>

Program Overview: EBSCO Information Services (EBSCO) accepted in 2023 applications for grants that will fund solar installations at libraries around the world. \$300,000 in grants are available to libraries looking to fund a solar project to reduce electricity costs. EBSCO will pay for the initial installation through the grant. The library, town, or college will own the system and will be responsible for all post-installation/ongoing maintenance of the solar array.

Eligibility: All academic, school, and public libraries that are current EBSCO customers are eligible to apply. McFarland is a current customer of EBSCO.

Funding Available/Terms: There are several criteria that will be used to assess the viability of each submission. For instance, a site with a large roof surface and a roof that is new enough to last 20 years would make an excellent candidate. A library that has already started to investigate solar as an option or one that could support a solar array large enough to offset its electricity costs would be viewed favorably. An institution with an existing sustainability program, a plan to involve its patrons or students in the project or high community involvement would also receive consideration.

Grant Application Process: The application deadline is historically due within April of each calendar year. Further review by staff will be needed to determine if they will open another cycle in 2024 and what requirements are needed for submission,

Funding Challenge Level: **MEDIUM,**

Village staff can submit inquiry on their own, but consideration can be made to have assistance from formal grant writer or to have staff attend training sessions to learn submittal process through Institute of Museum and Library Services.

Funding Opportunity # 6 T-Mobile Hometown Grants

Website: <https://www.t-mobile.com/brand/hometown-grants>

Program Overview: T-Mobile Hometown Grants is a \$25 million, five-year initiative to support the people and organizations who help small towns across America thrive and grow. Hometown Grants are given every quarter to up to 25 small towns. Apply for funding to support a community project of your choice, like revitalizing or repurposing a historic structure, creating a downtown asset or destination, or improving a space where friends and neighbors gather. Projects that add to a sense of place or could lead to further investment are of particular interest. We look forward to learning more about your town and your project.

Eligibility: T-Mobile is partnering with trusted non-profit organizations Smart Growth America and Main Street America on our grant selection panel. Both organizations have deep expertise in building stronger, healthier, and more connected communities. Eligibility is mainly for small towns with population less than 50,000.

Funding Available/Terms: Recipients are selected and awarded on a quarterly basis with grants up to \$50,000 per municipality.

Grant Application Process: Full proposal should be three (3) to five (5) pages. Should include, but is not limited to:

- Detailed description of project to be evaluated by an internal TMO panel and nonprofit organization(s)
- Detailed budget, including breakdown of budget line items.
- Timeline
- “Shovel ready” plan, with:
 - Outline of expected town outcomes, demonstrating how the project or strategy will lead to the anticipated result/change.
 - Details on permits needed/obtained, if applicable, to begin work upon receipt of funds
 - Any additional companies/business partnerships to be contracted for the work.

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- Up to 5 letters of support from local government and/or community organizations, partners, or members, demonstrating community alignment, engagement, and consensus for the proposed project.

Funding Challenge Level: LOW,

Village staff can submit application on their own.

Funding Opportunity # 7 Dollar General Youth Literacy Grants

Website: <https://www.dgliteracy.org/grant-programs/?#youth-literacy-grants>

Program Overview: All types of schools, public libraries, and nonprofit organizations that help K-12th grade students who are below grade level or having trouble reading are eligible to apply.

Eligibility: The applicant organization must be located within 15 miles of a Dollar General store.

Funding Available/Terms: Grant funding is provided to assist in the following areas:

- Implementing new or expanding existing literacy programs.
- Purchasing new technology or equipment to support literacy initiatives.
- Purchasing books, materials, or software for literacy programs.

The maximum grant amount is \$4,000.

Grant Application Process: The application deadline is historically due within April of each calendar year. Staff will be directed to a cyber grants website where they will be asked to register a username and then submit information via the website.

Funding Challenge Level: **LOW**

Village staff can submit application on their own.

Section 7: East Side Business Park Funding Opportunities

Within the 2023-2027 McFarland Capital Improvement Plan is the goal to adopt a new TID project plan for the development of an east side business park in 2024

This project also aligns with the 2020-2030 McFarland Strategic plan Goal C in promoting responsible, growth, increasing economic development and retaining existing businesses.

Within this section are grant and funding opportunities which could be applied for to support the goals and initiative identified above.

Funding Opportunity # 1
USDA Water & Waste Disposal Loan & Grant Program
Wisconsin

Website: <https://www.rd.usda.gov/programs-services/water-environmental-programs/water-waste-disposal-loan-grant-program/wi>

Program Overview: This program provides funding for clean and reliable drinking water systems, sanitary sewage disposal, sanitary solid waste disposal, and storm water drainage to households and businesses in eligible rural areas.

Eligibility: This program assists qualified applicants who are not otherwise able to obtain commercial credit on reasonable terms. Eligible applicants include:

- Most state and local governmental entities
- Private nonprofits

Fund Usage: Funds may be used to finance the acquisition, construction, or improvement of:

- Drinking water sourcing, treatment, storage, and distribution
- Sewer collection, transmission, treatment, and disposal
- Solid waste collection, disposal, and closure
- Storm water collection, transmission, and disposal

In some cases, funding may also be available for related activities such as:

- Legal and engineering fees
- Land acquisition, water and land rights, permits and equipment.
- Start-up operations and maintenance
- Interest incurred during construction.
- Purchase of facilities to improve service or prevent loss of service.
- Other costs determined to be necessary for completion of the project.
- See [7 CFR Part 1780.7 and 1780.9](#) for a complete list.

Funding Available:

- Long-term, low-interest loans.
- If funds are available, a grant may be combined with a loan if necessary to keep user costs reasonable.

Funding Terms: Due to the median household income for McFarland the grant process will be difficult to qualify for so recommendation would be to utilize low interest direct loan funding option.

USDA Direct Loan Opportunity:

- Loan repayment terms may not be longer than the useful life of the facility, state statutes, the applicant's authority, or a maximum of 40 years, whichever is less.
- Interest rates are set by Rural Development, Current interest rates for the 3rd quarter Fiscal Year 2023, effective to June 2023 are between 3.75%-4.5%
- Once the loan is approved, the interest rate is fixed for the entire term of the loan and is determined by the median household income of the service area and population of the community.
- There is no pre-payment penalty.

Additional Requirements:

- Borrowers must have the legal authority to construct, operate and maintain the proposed services or facilities.
- All facilities receiving federal financing must be used for a public purpose.
- Partnerships with other federal, state, local, private, and nonprofit entities that offer financial assistance are encouraged.
- Projects must be financially sustainable.

Grant Application Process:

Contact your local office to discuss community center project. Applications for this program are accepted year-round. Program resources are available online. (Includes forms needed, guidance, certifications) Will require McFarland to have a [Unique Entity ID number](#) and also require registration with the [System for Award Management \(SAM\)](#).

Rural Development Area Office Contact:

Rural Community Programs

5417 Clem's Way

Stevens Point, WI 54482

Phone: 715-345-7635

E-mail: wi.rd.cp.so@usda.gov

Funding Challenge: HARD,

Village staff can submit application on their own, but consideration also should be made to have application submitted by either architectural or engineering firm. Further discussions will need to occur with Rural Community Programs contact for eligibility.

Funding Opportunity # 2
EDA Program Public Works and Economic Adjustment Assistance

Website: <https://www.grants.gov/web/grants/view-opportunity.html?oppId=279842>

Program Overview: Specifically, under the Economic Development Assistance programs (EDAP) Federal Funding Opportunity (FFO) announcement, EDA will make construction, non-construction, and revolving loan fund investments under the Public Works and Economic Adjustment Assistance (EAA) Programs. Grants made under these programs will leverage regional assets to support the implementation of regional economic development strategies designed to create jobs, leverage private capital, encourage economic development, and strengthen America's ability to compete in the global marketplace. Through the EDAP FFO, EDA solicits applications from rural and urban communities to develop initiatives that advance new ideas and creative approaches to address rapidly evolving economic conditions.

Eligibility:

Eligible applicants for EDA financial assistance under the Public Works and EAA programs include a(n):

- (i) District Organization of a designated Economic Development District.
- (ii) Indian Tribe or a consortium of Indian Tribes.
- (iii) State, county, city, or other political subdivision of a State, including a special purpose unit of a State or local government engaged in economic or infrastructure development activities, or a consortium of political subdivisions.
- (iv) Institution of higher education or a consortium of institutions of higher education; or
- (v) Public or private non-profit organization or association acting in cooperation with officials of a political subdivision of a State.

Funding Available/Terms:

Award Ceiling: \$3,000,000

Award Floor: \$100,000

Grant Application Process: To consider applying it is recommended to have conversation with local representative:

Wisconsin

Tom Baron

Economic Development Representative

Phone:(312) 789-9773

tbaron@eda.gov

Funding Challenge Level: **HARD,**

Village will want to consult with Tom Baron about process, but consideration also should be made to have application worked on and submitted by either grant writer, architectural, or engineering firm.

Funding Opportunity # 3
State of Wisconsin Department of Transportation,
Transportation Economic Assistance (TEA)

Website: <https://wisconsindot.gov/Pages/doing-bus/local-gov/astnce-pgms/aid/tea.aspx>

Program Overview: The goal of the TEA program is to attract and retain businesses in Wisconsin and thus create and increase the number of jobs. The business cannot be speculative and local communities must assure that the number of jobs anticipated from the proposed project will materialize within three years from the date of the project agreement and remain for another four years.

Each state fiscal year, the TEA program has \$3.4 million available for transportation improvement projects. Grants of up to \$1 million are available for transportation improvements that are essential for an economic development project. The transportation project must have the local government's endorsement, benefit the public, and begin within three years of grant award. The program is designed to implement an improvement more quickly than normal state programming processes allow. The 50% local match can come from any combination of local, federal, or private funds or in-kind services.

Eligibility: To be eligible for TEA grant funding, an applicant must meet these four eligibility requirements.

Eligibility requirement #1 (Trans 510.04(1)(a)): The economic development project is unlikely to occur in Wisconsin unless the transportation facility improvement is built. An "economic development project" is defined in s.84.185(1)(am) as a business development that directly retains jobs or increases the number of jobs in this state.

A "transportation facility" is defined in s.84.185(1)(d) as any of the following:

- Roadway: Street, road, highway, intersection, and interchange improvements that are open to the public for travel and come under either the jurisdiction or ownership of a public authority. Private roads, driveways,

parking lanes, or parking lots are not eligible for improvement grant assistance. Other non-eligible costs include utilities, sewer, water, and electric.

- Rail: Industrial lead, spur, team track or trackside intermodal transfer facility.
- Harbor: Dredging, dock walls, piers, intermodal connections, lighting, etc.
- Airport: Runway, taxiway, or apron of an airport. Airplane hangars are not eligible for improvement grant assistance.

Trans 510.04(2) further clarifies that the governing body retains the transportation facility improvement in public ownership. The law specifically excludes improvements that do not meet this requirement.

Eligibility requirement #2 (Trans 510.04(1)(b)): The transportation facility improvement is not likely to occur without the grant. The sponsor must demonstrate why it is unable to provide 100% of the funding for the project by approving a resolution acknowledging the need for additional funding from the TEA grant and agree to abide to all conditions of the grant.

Eligibility requirement #3 (Trans 510.04(1)(c)): The business development meets the definition of an "economic development project" set forth in s.84.185(1)(am).

Note that meeting this requirement can either be done through (1) creating new jobs OR (2) retaining jobs. The job creation and/or retention needs to take place at the location of which TEA funding will be used.

1. Creating new jobs: Requirement is met by creating new jobs that would otherwise not be created if the proposed improvement did not happen. Job creation needs to be within 3 years of signing the project agreement¹ with the intention of retaining those jobs for 4 more years beyond the 3-year snapshot with the assumption that existing jobs (those that are currently employed by the business) will be retained.

2. Retaining jobs: Requirement is met by retaining jobs that would otherwise be eliminated if the proposed improvement did not happen. The intention is that jobs retained will continue for 7 more years.

In other words, jobs created, and jobs retained is based on a 7-year timeline with the clock starting at the point of which the project agreement is signed. Snapshots are taken at the 3-year and 7-year period for both new and retained jobs. It is the applicant's responsibility to report job status to WisDOT at the 3-year and 7-year mark. For an example of how the timeline works, please see question 7 on the TEA Program Frequently Asked Questions document.

Eligibility requirement #4 (Trans 510.04 (1)(d)): Construction of the transportation facility improvement would be scheduled to begin within 3 years of the date when a grant is awarded for the improvement.

Funding Available/Terms: The amount of funding that the community receives will be determined by comparing the following three criteria and selecting the lowest figure from among them:

- 50% of the project's actual TEA-eligible costs
- Total dollar amount for created and/or retained jobs based on \$5,000 per job rate multiplied by jobs created and/or retained
- \$1,000,000

Eligible costs to apply for under the TEA program are the following:

1. Environmental Testing and Remediation
 - a. Any necessary studies required to meet the Environmental Clearance requirements, including remediation.
2. Traffic Control and Safety for Road Projects
 - a. Included here are traffic signals, signing, pavement marking, and standard lighting.
3. Construction for Road Projects
 - a. Included here are costs for resurfacing, pavement replacement (mill -and-overlay, pulverization), storm water management and detention, retention, and recharging ponds, sidewalks, and bike lanes.

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Match Requirement: The sponsor must provide a 50% match with funding or in-kind services. The sponsor may use private or federal funding to meet that match, but no state funding can be used. In kind services may include, but are not limited to, engineering, land acquisition and construction.

Grant Application Process: To be eligible for consideration, an applicant must submit all the items listed under the TEA Project Application Submittal Package section (steps 2-10) found in the TEA Project - Key Steps and Documentation checklist.

These items must be reviewed before a TEA grant will be approved. For additional guidance completing the application package, please reference the Additional TEA Application Guidance document.

Funding Challenge Level: **HARD,**

Village staff can submit inquiry on their own, but consideration can be made to have assistance from formal grant writer or engineering consultant.

Funding Opportunity # 4- Wisconsin DOT Transportation Alternative Program (TAP)

Website: <https://wisconsindot.gov/Pages/doing-bus/local-gov/astnce-pgms/aid/tap.aspx>

Program Overview: The Transportation Alternatives Program (TAP) is a legislative program that was authorized in Fixing America's Surface Transportation Act (or "FAST Act"), the federal transportation act that was signed into law on December 4, 2015. With certain exceptions, projects that met eligibility criteria for the [Safe Routes to School Program](#), [Transportation Enhancements](#), and/or the [Bicycle & Pedestrian Facilities Program](#) are eligible TAP projects.

Federal law permits project sponsors to use TAP funds within the following categories:

- Construction, planning, and design of on-road and off-road trail facilities for pedestrians, bicyclists, and other non-motorized forms of transportation
- Construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers
- Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other non-motorized transportation users • Construction of turnouts, overlooks, and viewing areas
- Community improvement activities, including:
 - o Inventory, control, or removal of outdoor advertising
 - o Historic preservation and rehabilitation of historic transportation facilities
 - o Vegetation management practices in transportation right of way
 - o Archaeological activities relating to impacts from implementation of a transportation project
- Environmental mitigation activity, including pollution prevention and pollution abatement activities and mitigation to:
 - o address stormwater management, control, and water pollution prevention or abatement related to highway construction or due to highway runoff, including activities described in sections 23 U.S.C. 133(b)(3) [as amended under the FAST Act], 328(a), and 329 of title 23; or

o (ii) reduces vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats (Former 23 U.S.C. 213(b)(2)-(4))

- Recreational Trails program (see the related but independently administered DNR Recreational Trails Program)
- Safe Routes to School (SRTS) program • Planning, designing, or constructing boulevards and other roadways largely in the right of way of former Interstate system routes or other divided highways.

Eligibility: The following entities may sponsor TAP projects:

- Local governments
- Regional transportation authorities
- Transit agencies
- Natural resource or public land agencies
- School districts, local education agencies, or schools
- Tribal governments
- Nonprofit entities responsible for the administration of local transportation safety programs
- Any other local or regional governmental entity with responsibility for oversight of transportation or recreational trails (other than a metropolitan planning organization or a state agency)

Funding Available/Terms: All TAP projects require sponsors to pay 20% of approved projects costs. TAP projects are capped. A TAP project may not be substituted for another project. TAP projects must commence within four years of the award date.

Grant Application Process: Grant Process runs in two cycles where application is submitted for review of a three-year period. This application is due in March of each year. There also is a supplemental solicitation which can be done each year in June. For more information about the application process staff can visit the program guideline link

<https://wisconsindot.gov/Documents/doing-bus/local-gov/astnce-pgms/aid/tap/tap-guide-22-26.pdf>

Due to being in the Madison Area MPO the application will also need to be submitted to the following contact for consideration:

Renee Callaway recallaway@cityofmadision.com

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Regional Local Program Contact:

Southwest Region

Rob Winterton

robert.winterton@dot.wi.gov

Phone: (608) 789-7879

Fax: (608) 246-3819

- TMA Contact:
Ben Lyman
Greater Madison MPO
BLyman@cityofmadison.com

Funding Challenge Level: MEDIUM,

Village staff can submit inquiry on their own, but consideration can be made to have assistance from formal grant writer or to have staff attend training sessions to learn submittal process through Wisconsin Department of Transportation and or contact regional contact for further information.

Funding Opportunity # 5 ***Wisconsin DOT Surface Transportation Program-Urban***

Website: <https://wisconsindot.gov/Pages/doing-bus/local-gov/astnce-pgms/highway/stp-urban.aspx>

Program Overview: The objective of STP-U is to improve federal aid eligible highways within urban areas. Projects must meet federal and state requirements. Communities are eligible for funding on roads functionally classified as major collector or higher.

Eligibility: Projects must meet federal and state requirements. Counties, towns, cities, villages, and certain public authorities located within urban and urbanized areas are eligible for funding on roads functionally classified as urban “collector” or higher. Local improvement projects on connecting highways are not eligible for STP-Urban funds.

Funding Available/Terms: Areas with populations of more than 200,000 (Madison, Milwaukee, Round Lake Beach, Appleton, Green Bay, and Minneapolis-St. Paul) receive designated annual funding. Annual allocations are made to each of the 12 urbanized areas with populations of 50,000 to 200,000. Annual allocations are also made to two groups of urban areas (5-20,000 and 20-50,000 population) based on population. Wisconsin uses a statewide formula ranking process to distribute funds to communities in urban areas based on eligible centerline mileage. As a result of the 2010 Census, there are now 52 urban areas in the state.

Grant Application Process: To continue statewide program stability efforts, the Wisconsin Department of Transportation (WisDOT) will manage a full five-year (five state fiscal years) program of projects. This provides the department and local sponsors the ability to review and adjust the already scheduled first two state fiscal years of the programs (2023 and 2024) as needed and add another three state fiscal years of approved projects to the schedule (2025, 2026 and 2027).

Additional information can be viewed here
<https://wisconsindot.gov/Documents/doing-bus/local-gov/astnce-pgms/highway/stp-urban.pdf>

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Program documents are anticipated to be provided in Spring of 2023 for the next submittal period.

Due to being in the Madison Area MPO the application will also need to be submitted to the following contact for consideration:

Renee Callaway recallaway@cityofmadision.com

Regional Local Program Contact:

Southwest Region

Rob Winterton

robert.winterton@dot.wi.gov

Phone: (608) 789-7879

Fax: (608) 246-3819

Funding Challenge Level: MEDIUM,

Village staff can submit inquiry on their own, but consideration can be made to have assistance from formal grant writer or to have staff attend training sessions to learn submittal process through Wisconsin Department of Transportation and or contact regional contact for further information.

***Funding Opportunity # 6
Community Development Block Grant-Public Facilities for
Economic Development (CDBG-PFED)***

Website: <https://energyandhousing.wi.gov/Pages/AgencyResources/CDBG-PFED.aspx>

Program Overview: CDBG-PFED grant funds are awarded to local governments for public infrastructure projects that support business expansion or retention.

Eligibility: Examples of eligible applications include new or improved water & sewer service and streets that result in business expansion and job opportunities for low- and moderate-income individuals.

Funding Available/Terms: CDBG-PFED applications may be submitted at any time and are reviewed by DOA as they are received. CDBG-PFED funds are awarded on an as-needed basis throughout the year, provided that the Applications meet a CDBG National Objective (in conjunction with HUD program regulations). Application materials and submission instructions should be carefully reviewed prior to applying for CDBG-PFED funds.

Grant Application Process: For each Grant Application received, DOA reviews the Application (on a case-by-case basis) to determine the eligibility & fundability of the proposed project. Successful Applications must meet a CDBG National Objective (in accordance with HUD program regulations). DOA anticipates a minimum 60-day review time period for submitted Applications. Applications deemed eligible & fundable will be awarded State CDBG-PFED funds.

Application link can be found on corresponding website.

Funding Challenge Level: **MEDIUM,**

Village staff can submit inquiry on their own, but consideration can be made to have assistance from formal grant writer. Grant Administrators will be required to attend Implementation Training.

Section 8: Community Park Funding Opportunities

Within the William McFarland Park & New Community Park Master Plan is the concept to develop a 26-acre parcel to be the home of a new community park. The site is currently in agricultural use and would be conducive to house a large-scale athletic facility development and potentially a large recreational building footprint.

Staff has indicated the village is close to finishing the first phase which included rough grading and the start of growing grass. The next phase has indicated continued planning and design in 2024 for construction in 2025. Currently the estimates for phase 2 are between \$2-3 million dollars.

Within the 2020 to 2030 Strategic Plan is the goal to continue to promote the concepts of a healthy community in an integrated way. The creation of a community park would assist in improving that initiative.

Within this section are grant and funding opportunities which could be applied for to support the goals and initiative identified above.

Funding Opportunity # 1 Green Bay Packers Foundation

Website: <https://www.packers.com/community/packers-foundation>

Program Overview: The Foundation, an entity independent of the Green Bay Packers, Inc., supports charities possessing one or more of the following goals: perpetuates a community environment that promotes families and the competitive value of athletics; contributes to player and fan welfare; ensures the safety and education of children; and/or prevents cruelty to animals.

Eligibility: An organization is eligible to apply if it is:

- Physically located in the state of Wisconsin.
- Classified as tax-exempt under section 501(c)(3) of the IRS Code for a minimum of two years; and
- Requesting funding for a project/program that addresses issues for at least one of the current year's focus areas.

Funding Available/Terms: Per website 2024 project/program focus areas is on athletics which by potentially partnering with local nonprofit organization could improve grant performance.

Dollar amounts of grants awarded vary between \$4,000 and a maximum of \$8,000.

Grant Application Process: Application can be done online and sample application can be viewed here:
<https://static.clubs.nfl.com/image/upload/packers/o00sdmtujewttwzd1iea>.

Funding Challenge Level: **MEDIUM,**

Village staff can submit inquiry on their own, but consideration can be made to have assistance from formal grant writer or to have staff work with local nonprofit organization for partnership to increase grant award chances.

Funding Opportunity # 2 AARP Community Challenge

Website: <https://www.aarp.org/livable-communities/community-challenge/info-2023/2023-challenge.html>

Program Overview: The AARP Community Challenge provides small grants to fund quick-action projects that can help communities become more livable for people of all ages. In 2023, the AARP Community Challenge accepted applications across three different grant opportunities. The Flagships Grant application is the most applicable to fund a Community Park.

Eligibility: Government entities are eligible to apply.

Funding Available/Terms: The flagship AARP Community Challenge grants have ranged from several hundred dollars for smaller, short-term activities to tens of thousands of dollars for larger projects. Since 2017, AARP has funded projects ranging from \$500 to \$50,000 with an average grant amount of \$11,900 (83 percent of grants have been under \$20,000.) AARP reserves the right to award compelling projects of any dollar amount.

Grant Application Process: Grant recipients are selected by an AARP panel of experts on aging, community development and livable communities. Projects are judged on the degree to which their goals make an immediate change that leads to longer-term impact and meet all other selection criteria.

Assessment Criteria:

- **Impact** (60 points): The project addresses a clear need that brings positive change and demonstrates the ability to overcome barriers and accelerate, grow and/or sustain the community's efforts to become more livable for residents — especially those age 50 or older — focuses on diversity, inclusion and addresses disparities
- **Execution** (30 points): Applicants demonstrate the capacity to deliver the AARP Community Challenge project on time and within the awarded budget, effectively engage residents and key stakeholders, and leverage volunteers — especially those age 50 or older — in the execution.

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- **Innovation** (10 points): The project demonstrates creativity or unique design or engagement elements that will contribute to its impact on residents — especially those age 50 or older.

In addition to the criteria provided, AARP will also evaluate each project based on its consistency with the AARP mission to serve the needs of people aged 50-plus.

Applications must be submitted through the online application form on the website by historically March 15 of every year.

Funding Challenge Level: MEDIUM,

Village staff can submit inquiry on their own, but consideration can be made to have assistance from formal grant writer or to have staff work with local nonprofit organization for partnership to increase grant award chances.

Funding Opportunity # 3 ***Christopher & Dana Reeve Foundation Quality of Life Grant***

Website: <https://www.christopherreeve.org/todays-care/get-support/grants-for-non-profits/application-process/>

Program Overview: The Christopher & Dana Reeve Foundation Quality of Life grants program offers a tiered grants strategy awarding **Direct Effect** (Tier 1) grants up to \$25,000 to support a wide array of programs and activities. In addition, we have created **Priority Impact** grants (Tiers 2, 3 & 4) with higher maximum award amounts that focus on targeted high priority issues for people living with paralysis and their families. This enables the Reeve Foundation to continue to support valuable projects and services in communities throughout the United States of America, as well as to highlight, fund and publicize high priority issues and successful solutions. **Expanded Impact** grants (Tier 5) are expansions of previously awarded QOL programs that have achieved demonstrable successful impact.

Eligibility: Quality of Life grant applications are accepted from 501(c)(3) nonprofit organizations, municipal and state governments, school districts, recognized tribal entities, and other institutions such as community or veterans hospitals.

Fund Usage: The funding of new equipment is not eligible unless it was on land where a park already existed. Primarily the funds can be utilized to modify older equipment and spaces for inclusive uses.

Funding Available/Terms: Potential funding of up to \$25,000.

Grant Application Process: Staff is encouraged to watch the tutorial submission video. The Quality-of-Life Grant Applications are completed online through this link to the Reeve Foundation online grants portal.

You may also copy and paste the following URL into your website browser: <https://www.grantinterface.com/Home/Logon?urlkey=christopherreeve>. You must have an organization profile/account in the online system to access the application.

Funding Challenge: **LOW**

Village staff or recreation department can submit application on their own.

Funding Opportunity # 4 ***Walmart Local Community Grants***

Website: <https://walmart.org/how-we-give/local-community-grants>

Program Overview: Their local community grants are awarded through an open application process and provide funding directly from Walmart and Sam's Club facilities to local organizations in the U.S.

Eligibility: A recognized government entity: state, county, or city agency, including law enforcement or fire departments, that are requesting funds exclusively for public purposes and CyberGrants FrontDoor verified.

Fund Usage: There are (8) areas of funding for which an organization can apply. The two areas which are most directly related to the creation of a community park would be:

- Community and Economic Development: Improving local communities for the benefit of low-income individuals and families in the local service area.
- Quality of Life: Improving access to recreation, arts or cultural experiences for low-income individuals and families in the local service area

Funding Available/Terms: Local community grants ranging from a minimum of \$250 to a maximum of \$5,000.

Grant Application Process: Grant applications for calendar year 2023 will be accepted on a quarterly basis. Deadlines for submissions are as follows:

- Quarter 1: Feb 1 – April 15
- Quarter 2: May 1 – July 15
- Quarter 3: August 1 – October 15
- Quarter 4: November 1 – December 31
- Applications may be submitted at any time during each quarter funding cycle. All applications will be reviewed prior to the next funding cycle.
- Organizations may only submit a total number of 25 applications and/or receive up to 25 grants within the 2023 grant cycle.
- All organizations applying for a Local Community grant must be [CyberGrants FrontDoor](#) verified prior to applying.

Funding Challenge Level: **LOW,**

Village staff can submit application on their own.

Funding Opportunity # 5 T-Mobile Hometown Grants

Website: <https://www.t-mobile.com/brand/hometown-grants>

Program Overview: T-Mobile Hometown Grants is a \$25 million, five-year initiative to support the people and organizations who help small towns across America thrive and grow. Hometown Grants are given every quarter to up to 25 small towns. Apply for funding to support a community project of your choice, like revitalizing or repurposing a historic structure, creating a downtown asset or destination, or improving a space where friends and neighbors gather. Projects that add to a sense of place or could lead to further investment are of particular interest. We look forward to learning more about your town and your project.

Eligibility: T-Mobile is partnering with trusted non-profit organizations Smart Growth America and Main Street America on our grant selection panel. Both organizations have deep expertise in building stronger, healthier, and more connected communities. Eligibility is mainly for small towns with population less than 50,000.

Funding Available/Terms: Recipients are selected and awarded on a quarterly basis with grants up to \$50,000 per municipality.

Grant Application Process: Full proposal should be three (3) to five (5) pages. Should include, but is not limited to:

- Detailed description of project to be evaluated by an internal TMO panel and nonprofit organization(s)
- Detailed budget, including breakdown of budget line items.
- Timeline
- “Shovel ready” plan, with:
 - Outline of expected town outcomes, demonstrating how the project or strategy will lead to the anticipated result/change.
 - Details on permits needed/obtained, if applicable, to begin work upon receipt of funds
 - Any additional companies/business partnerships to be contracted for the work.

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- Up to 5 letters of support from local government and/or community organizations, partners, or members, demonstrating community alignment, engagement, and consensus for the proposed project.

Funding Challenge Level: LOW,

Village staff can submit application on their own.

Funding Opportunity # 6 Recreational Trails Program

Website: <https://dnr.wisconsin.gov/aid/RTP.html>

Program Overview: This is a federal program administered in most states. Municipal governments and incorporated organizations are eligible to receive reimbursement for the development, rehabilitation, and maintenance of recreational trails and trail-related facilities for both motorized and non-motorized recreational trail uses. Eligible sponsors may be reimbursed for up to 80% of eligible project costs. Funds from this program may be used in conjunction with funds from other state grant programs that also fund trail projects.

Eligibility: Towns, villages, cities, counties, tribal governing bodies, school districts, state agencies, federal agencies or incorporated organizations are eligible to apply for funds.

Funding Available/Terms: Eligible projects in order of priority are:

1. Maintenance and restoration of existing trails.
2. Development and rehabilitation of trailside and trailhead facilities and trail linkages.
3. Construction of new trails (with certain restrictions on federal lands*); and
4. Acquisition of easements and fee simple title to property for recreational trails or recreational trail corridors (must comply with the provisions of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended).

Grant Application Process: Applications are typically due on **May 1** each year. Grant Program Guidance and Application Materials are all in the same booklet:

<https://dnr.wisconsin.gov/sites/default/files/topic/Aid/grants/RTP/RTP2023GrantGuidance.pdf>

Funding Challenge: **LOW**

Village staff can submit application on their own.

Funding Opportunity # 7 ***The Norma and Stanley DeBoer Quiet Trails Fund***

Website: <https://dnr.wisconsin.gov/aid/RTP.html>

Program Overview: The Norma and Stanley DeBoer Quiet Trails Fund provides funding to support the creation and maintenance of quiet trails (e.g., walking, hiking, or skiing) in Wisconsin. The primary purpose is to create and maintain walking, hiking, or skiing trails open to the public in Wisconsin. This includes but is not limited to increasing access for people with disabilities; identification of trail locations; surveying; purchase of materials; construction; clean-up activities; repairs of trail surfaces, railings, or existing signage; and fees for necessary professional services.

- The secondary purpose is to enhance and promote quiet trails through activities including habitat improvement adjacent to the trail; development, creation, and installation of directional or explanatory signage and trail guide booklets; and modest costs of events designed to increase awareness and/or use of quiet trails.

Eligibility: Applicant must be one of the following: a public charity with approved 501(c)(3) exempt status (under section 509(a)(1), 509(a)(2), or 509(a)(3) Type I and Type II status); a federal, state, or local governmental unit, an American Indian nation or tribal community; or an accredited school, college, or university. The following types of organizations are not eligible for funding: individuals; businesses; section 509(a)(3) Type III supporting organizations; section 501(c)(4) organizations; section 501(c)(7) organizations; private foundations; and private operating foundations.

- Projects must support trails in Wisconsin that are open to the public.
- Projects must support walking, hiking, or skiing trails.
- Funding may not be used to support projects associated with trails open to motorized vehicles (e.g., snowmobiles, all-terrain vehicles, motorcycles) or mountain bikes.
- Project expenses may not have been incurred prior to submitting the application.

Funding Available/Terms: Grants range from \$500 to \$1,000.

Grant Application Process:

1. Determine if your project addresses our grantmaking priorities and meets our eligibility requirements.
2. Complete the application.
3. Include proof of IRS tax-exempt status (IRS form 501c3 tax determination letter).
4. Submit all materials to Lindsey
at NRFgrants@WisConservation.org by **March 1st**.
5. Applicants will be notified within six weeks.

Application can be found on website.

Funding Challenge: **LOW,**

Village staff can submit application on their own.

Funding Opportunity # 8 Knowles-Nelson Stewardship Local Assistance Grant Programs

Website: <https://dnr.wisconsin.gov/topic/Stewardship/ApplyLUG>

Program Overview: Local units of government (LUGs) are eligible applications for four Stewardship grant programs and two related federal programs administered by DNR.

- Aids for the Acquisition and Development of Local Parks (ADLP)
- Urban Green Space (UGS) grants
- Urban Rivers (UR) grants
- Acquisition of Development Rights (ADR)

LUG, LWCF and RTP grants support a wide variety of outdoor recreation projects throughout the state. Common projects funded through these grant programs include:

- Land acquisition for parks & trails, including riverfront property.
- Construction of hiking trails and bike paths
- Construction of canoe/kayak launches, including those that provide universal accessibility.
- Construction of riverfront park amenities
- Construction of park shelters and restroom facilities

Eligibility: Local Governments and Non-Profit organizations are eligible to apply.

Funding Available/Terms: Applications for Stewardship LUG grants are accepted once a year. Stewardship grants offer a 50% cost share. In typical years, the LUG program receives approximately three times more in grant requests than available grant funds.

Grant Application Process: Complete grant applications should be submitted electronically (e.g., email, zip files) to your Regional Project Manager by 11:59 pm on May 1 of each year. Do not use Google Drive or Drop Box to submit your application. Contact a regional Project Manager for information regarding required application components. Note that several application components such as a local adopted Comprehensive Outdoor Recreation Plan (CORP), local resolutions, and appraisals can take time to complete. The time between submitting a complete application and receiving a grant contract ranges from 6 to 12 months depending on the details of each project. While we strive to make tentative grant awards as quickly as

**Village of McFarland
Grant Analysis Overview**

possible, applicants should keep this timeframe in mind when applying for a Stewardship Local Assistance, LWCF, and/or RTP grant.

For information on program policy and statewide coordination, contact the following DNR Statewide Grant Program Managers:		
Stewardship Local Assistance Grants; Stewardship Grants to Nonprofit Conservation Organizations; Land and Water Conservation Fund Grants	PAM ROOD	Phone: (608) 333-3718 Email: pamelaa.rood@wisconsin.gov
Recreational Trails Program Grants	BOBBI WINEBAR	Phone: (920) 461-2595 Email: roberta.winebar@wisconsin.gov

Funding Challenge: LOW,

Village staff can submit application on their own.

Funding Opportunity # 9 Land and Water Conservation Fund

Website: <https://dnr.wisconsin.gov/topic/Stewardship/FederalLUG>

Program Overview: The federal Land and Water Conservation Fund (LWCF) grant program was enacted by the U.S. Congress in 1965 to develop high-quality outdoor recreation opportunities for the public. LWCF grants provide 50% cost-share to state, tribal and local governments. Since its inception, more than 1800 projects have been completed in Wisconsin with more than \$81M in federal LWCF funds.

Eligibility: State, tribal, local governments and school districts are eligible for LWCF grants.

LWCF grants support land acquisition and development of high-quality outdoor recreation amenities in local communities.

Eligible Projects include:

- Land acquisition for parks & trails, including riverfront property.
- Construction of hiking trails and bike paths.
- Construction of canoe/kayak launches, including those that provide universal accessibility.
- Construction of riverfront park amenities.
- Construction of park shelters and restroom facilities.

Funding Available/Terms: Funding criteria for projects include:

- Relationship to the Statewide Comprehensive Outdoor Recreation Plan.
- Regional or statewide project.
- Acquires land where a plan supports the need.
- Provides or enhances water-based activity.
- Serves the greater populations.
- Involves intergovernmental cooperation or donations.
- Supports multiple uses.

Funding is a 50% cost share done via reimbursement applications. In typical years, the LUG program receives approximately three times more in grant requests than available grant funds.

Grant Application Process: Applications are typically due on **May 1** each year. Local sponsors work with a DNR Regional Project Manager to plan projects, follow program requirements and complete grant applications.

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Below is the contact information for the DNR Regional Project Manager:

[Pam Rood](#)

101 S. Webster St.

P.O. Box 7921

Madison, WI 53707-7921

608-333-3718

Funding Challenge: LOW,

Village staff can submit application on their own.

Section 9: Indoor Athletic Facility Funding Opportunities

Within the William McFarland Park & New Community Park Master Plan is the concept to develop an indoor athletic facility.

Within the 2020 to 2030 Strategic Plan is the goal to continue to promote the concepts of a healthy community in an integrated way. The creation of an indoor athletic facility would assist in improving that initiative.

Within this section are grant and funding opportunities which could be applied for to support the goals and initiative identified above.

Funding Opportunity # 1 Green Bay Packers Foundation

Website: <https://www.packers.com/community/packers-foundation>

Program Overview: The Foundation, an entity independent of the Green Bay Packers, Inc., supports charities possessing one or more of the following goals: perpetuates a community environment that promotes families and the competitive value of athletics; contributes to player and fan welfare; ensures the safety and education of children; and/or prevents cruelty to animals.

Eligibility: An organization is eligible to submit an application if it is:

- Physically located in the state of Wisconsin;
- Classified as tax-exempt under section 501(c)(3) of the IRS Code for a minimum of two years; and
- Requesting funding for a project/program that addresses issues for at least one of the current year's focus areas.
-

Funding Available/Terms: Per website 2024 project/program focus areas is on athletics which by potentially partnering with local nonprofit organization could improve grant performance.

Dollar amounts of grants awarded vary between \$4,000 and a maximum of \$8,000.

Grant Application Process: Application can be done online and sample application can be viewed here:
<https://static.clubs.nfl.com/image/upload/packers/o00sdmtujewttwzd1iea>.

Funding Challenge Level: **MEDIUM,**

Village staff can submit inquiry on their own, but consideration can be made to have assistance from formal grant writer or to have staff work with local nonprofit organization for partnership to increase grant award chances.

Funding Opportunity # 2 ***Christopher & Dana Reeve Foundation Quality of Life Grant***

Website: <https://www.christopherreeve.org/todays-care/get-support/grants-for-non-profits/application-process/>

Program Overview: The Christopher & Dana Reeve Foundation Quality of Life grants program offers a tiered grants strategy awarding **Direct Effect** (Tier 1) grants up to \$25,000 to support a wide array of programs and activities. In addition, we have created **Priority Impact** grants (Tiers 2, 3 & 4) with higher maximum award amounts that focus on targeted high priority issues for people living with paralysis and their families. This enables the Reeve Foundation to continue to support valuable projects and services in communities throughout the United States of America, as well as to highlight, fund and publicize high priority issues and successful solutions. **Expanded Impact** grants (Tier 5) are expansions of previously awarded QOL programs that have achieved demonstrable successful impact.

Eligibility: Quality of Life grant applications are accepted from 501(c)(3) nonprofit organizations, municipal and state governments, school districts, recognized tribal entities, and other institutions such as community or veterans hospitals.

Fund Usage: The funding of new equipment is not eligible unless it was on land where a park already existed. Primarily the funds can be utilized to modify older equipment and spaces for inclusive uses.

Funding Available/Terms: Potential funding of up to \$25,000.

Grant Application Process: Staff is encouraged to watch the tutorial submission video. The Quality-of-Life Grant Applications are completed online through this link to the Reeve Foundation online grants portal.

You may also copy and paste the following URL into your website browser: <https://www.grantinterface.com/Home/Logon?urlkey=christopherreeve>. You must have an organization profile/account in the online system to access the application.

Funding Challenge: **LOW**

Village staff or recreation department can submit application on their own.

Funding Opportunity # 3 Walmart Local Community Grants

Website: <https://walmart.org/how-we-give/local-community-grants>

Program Overview: Their local community grants are awarded through an open application process and provide funding directly from Walmart and Sam's Club facilities to local organizations in the U.S.

Eligibility: A recognized government entity: state, county, or city agency, including law enforcement or fire departments, that are requesting funds exclusively for public purposes and CyberGrants FrontDoor verified.

Fund Usage: There are (8) areas of funding for which an organization can apply. The two areas which are most directly related to the creation of a community center would be:

- Community and Economic Development: Improving local communities for the benefit of low-income individuals and families in the local service area.
- Quality of Life: Improving access to recreation, arts or cultural experiences for low-income individuals and families in the local service area

Funding Available/Terms: Local community grants ranging from a minimum of \$250 to a maximum of \$5,000.

Grant Application Process: Grant applications for calendar year 2023 will be accepted on a quarterly basis. Deadlines for submissions are as follows:

- Quarter 1: Feb 1 – April 15
- Quarter 2: May 1 – July 15
- Quarter 3: August 1 – October 15
- Quarter 4: November 1 – December 31
- Applications may be submitted at any time during each quarter funding cycle. All applications will be reviewed prior to the next funding cycle.
- Organizations may only submit a total number of 25 applications and/or receive up to 25 grants within the 2023 grant cycle.
- All organizations applying for a Local Community grant must be [CyberGrants FrontDoor](#) verified prior to applying.

Funding Challenge Level: **LOW,**

Village staff can submit application on their own.

Funding Opportunity # 4 T-Mobile Hometown Grants

Website: <https://www.t-mobile.com/brand/hometown-grants>

Program Overview: T-Mobile Hometown Grants is a \$25 million, five-year initiative to support the people and organizations who help small towns across America thrive and grow. Hometown Grants are given every quarter to up to 25 small towns. Apply for funding to support a community project of your choice, like revitalizing or repurposing a historic structure, creating a downtown asset or destination, or improving a space where friends and neighbors gather. Projects that add to a sense of place or could lead to further investment are of particular interest. We look forward to learning more about your town and your project.

Eligibility: T-Mobile is partnering with trusted non-profit organizations Smart Growth America and Main Street America on our grant selection panel. Both organizations have deep expertise in building stronger, healthier, and more connected communities. Eligibility is mainly for small towns with population less than 50,000.

Funding Available/Terms: Recipients are selected and awarded on a quarterly basis with grants up to \$50,000 per municipality.

Grant Application Process: Full proposal should be three (3) to five (5) pages. Should include, but is not limited to:

- Detailed description of project to be evaluated by an internal TMO panel and nonprofit organization(s)
 - Detailed budget, including breakdown of budget line items.
 - Timeline
- “Shovel ready” plan, with:
 - Outline of expected town outcomes, demonstrating how the project or strategy will lead to the anticipated result/change.
 - Details on permits needed/obtained, if applicable, to begin work upon receipt of funds
 - Any additional companies/business partnerships to be contracted for the work.

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- Up to 5 letters of support from local government and/or community organizations, partners, or members, demonstrating community alignment, engagement, and consensus for the proposed project.

Funding Challenge Level: LOW,

Village staff can submit application on their own.

Section 10: Inclusive Playground Funding Opportunities

Within the 2023-2027 McFarland Capital Improvement Plan is the goal to create an inclusive park.

The Village completed a Master Plan in 2020 to develop an Inclusive Playground within Cedar Ridge Park. Funds to support design were included in the 2022 budget and Staff has partnered with the School District to study development of this park at Waubesa Intermediate School. This is near the park and would leverage additional funding to implement the park while creating opportunity for Cedar Ridge in the future.

Design work would begin in 2022 and continue into 2023 for construction in 2024. The concept was presented to the Joint Village/School Committee and received favorably to continue to study. Staff from both entities continue to review and discuss this opportunity for implementation.

Within the 2020 to 2030 Strategic Plan is the goal to continue to promote the concepts of a healthy community in an integrated way. The creation of an inclusive park would assist in improving that initiative.

Within this section are grant and funding opportunities which could be applied for to support the goals and initiative identified above.

Funding Opportunity # 1 Green Bay Packers Foundation

Website: <https://www.packers.com/community/packers-foundation>

Program Overview: The Foundation, an entity independent of the Green Bay Packers, Inc., supports charities possessing one or more of the following goals: perpetuates a community environment that promotes families and the competitive value of athletics; contributes to player and fan welfare; ensures the safety and education of children; and/or prevents cruelty to animals.

Eligibility: An organization is eligible to submit an application if it is:

- Physically located in the state of Wisconsin;
- Classified as tax-exempt under section 501(c)(3) of the IRS Code for a minimum of two years; and
- Requesting funding for a project/program that addresses issues for at least one of the current year's focus areas.
-

Funding Available/Terms: Per website 2024 project/program focus areas is on athletics which by potentially partnering with local nonprofit organization could improve grant performance.

Dollar amounts of grants awarded vary between \$4,000 and a maximum of \$8,000.

Grant Application Process: Application can be done online and sample application can be viewed here:
<https://static.clubs.nfl.com/image/upload/packers/o00sdmtujewttwzd1iea>.

Funding Challenge Level: **MEDIUM,**

Village staff can submit inquiry on their own, but consideration can be made to have assistance from formal grant writer or to have staff work with local nonprofit organization for partnership to increase grant award chances.

Funding Opportunity # 2 ***Christopher & Dana Reeve Foundation Quality of Life Grant***

Website: <https://www.christopherreeve.org/todays-care/get-support/grants-for-non-profits/application-process/>

Program Overview: The Christopher & Dana Reeve Foundation Quality of Life grants program offers a tiered grants strategy awarding **Direct Effect** (Tier 1) grants up to \$25,000 to support a wide array of programs and activities. In addition, we have created **Priority Impact** grants (Tiers 2, 3 & 4) with higher maximum award amounts that focus on targeted high priority issues for people living with paralysis and their families. This enables the Reeve Foundation to continue to support valuable projects and services in communities throughout the United States of America, as well as to highlight, fund and publicize high priority issues and successful solutions. **Expanded Impact** grants (Tier 5) are expansions of previously awarded QOL programs that have achieved demonstrable successful impact.

Eligibility: Quality of Life grant applications are accepted from 501(c)(3) nonprofit organizations, municipal and state governments, school districts, recognized tribal entities, and other institutions such as community or veterans hospitals.

Fund Usage: The funding of new equipment is not eligible unless it was on land where a park already existed. Primarily the funds can be utilized to modify older equipment and spaces for inclusive uses.

Funding Available/Terms: Potential funding of up to \$25,000 towards projects.

Grant Application Process: Staff is encouraged to watch the tutorial submission video. The Quality-of-Life Grant Applications are completed online through this link to the Reeve Foundation online grants portal.

You may also copy and paste the following URL into your website browser:
<https://www.grantinterface.com/Home/Logon?urlkey=christopherreeve>.

You must have an organization profile/account in the online system to access the application.

Funding Challenge: **LOW**

Village staff or recreation department can submit application on their own.

Funding Opportunity # 3 Walmart Local Community Grants

Website: <https://walmart.org/how-we-give/local-community-grants>

Program Overview: Their local community grants are awarded through an open application process and provide funding directly from Walmart and Sam's Club facilities to local organizations in the U.S.

Eligibility: A recognized government entity: state, county, or city agency, including law enforcement or fire departments, that are requesting funds exclusively for public purposes and CyberGrants FrontDoor verified.

Fund Usage: There are (8) areas of funding for which an organization can apply. The two areas which are most directly related to the creation of a community center would be:

- Community and Economic Development: Improving local communities for the benefit of low-income individuals and families in the local service area.
- Quality of Life: Improving access to recreation, arts or cultural experiences for low-income individuals and families in the local service area

Funding Available/Terms: Local community grants ranging from a minimum of \$250 to a maximum of \$5,000.

Grant Application Process: Grant applications for calendar year 2023 will be accepted on a quarterly basis. Deadlines for submissions are as follows:

- Quarter 1: Feb 1 – April 15
- Quarter 2: May 1 – July 15
- Quarter 3: August 1 – October 15
- Quarter 4: November 1 – December 31
- Applications may be submitted at any time during each quarter funding cycle. All applications will be reviewed prior to the next funding cycle.
- Organizations may only submit a total number of 25 applications and/or receive up to 25 grants within the 2023 grant cycle.
- All organizations applying for a Local Community grant must be [CyberGrants FrontDoor](#) verified prior to applying.

Funding Challenge Level: **LOW,**

Village staff can submit application on their own.

Funding Opportunity # 4 T-Mobile Hometown Grants

Website: <https://www.t-mobile.com/brand/hometown-grants>

Program Overview: T-Mobile Hometown Grants is a \$25 million, five-year initiative to support the people and organizations who help small towns across America thrive and grow. Hometown Grants are given every quarter to up to 25 small towns. Apply for funding to support a community project of your choice, like revitalizing or repurposing a historic structure, creating a downtown asset or destination, or improving a space where friends and neighbors gather. Projects that add to a sense of place or could lead to further investment are of particular interest. We look forward to learning more about your town and your project.

Eligibility: T-Mobile is partnering with trusted non-profit organizations Smart Growth America and Main Street America on our grant selection panel. Both organizations have deep expertise in building stronger, healthier, and more connected communities. Eligibility is mainly for small towns with population less than 50,000.

Funding Available/Terms: Recipients are selected and awarded on a quarterly basis with grants up to \$50,000 per municipality.

Grant Application Process: Full proposal should be three (3) to five (5) pages. Should include, but is not limited to:

- Detailed description of project to be evaluated by an internal TMO panel and nonprofit organization(s)
- Detailed budget, including breakdown of budget line items.
- Timeline
- “Shovel ready” plan, with:
 - Outline of expected town outcomes, demonstrating how the project or strategy will lead to the anticipated result/change.
 - Details on permits needed/obtained, if applicable, to begin work upon receipt of funds
 - Any additional companies/business partnerships to be contracted for the work.

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- Up to 5 letters of support from local government and/or community organizations, partners, or members, demonstrating community alignment, engagement, and consensus for the proposed project.

Funding Challenge Level: LOW,

Village staff can submit application on their own.

Section 11: New Well Funding Opportunities

In speaking with Village staff, the desire to construct a new well is within the long-term plans over the course of the next 10 years.

Within this section are grant and funding opportunities which could be applied for to support the goals and initiative identified above.

Funding Opportunity # 1
USDA Water & Waste Disposal Loan & Grant Program
Wisconsin

Website: <https://www.rd.usda.gov/programs-services/water-environmental-programs/water-waste-disposal-loan-grant-program/wi>

Program Overview: This program provides funding for clean and reliable drinking water systems, sanitary sewage disposal, sanitary solid waste disposal, and storm water drainage to households and businesses in eligible rural areas.

Eligibility: This program assists qualified applicants who are not otherwise able to obtain commercial credit on reasonable terms. Eligible applicants include:

- Most state and local governmental entities
- Private nonprofits

Fund Usage: Funds may be used to finance the acquisition, construction, or improvement of:

- Drinking water sourcing, treatment, storage, and distribution
- Sewer collection, transmission, treatment, and disposal
- Solid waste collection, disposal, and closure
- Storm water collection, transmission, and disposal

In some cases, funding may also be available for related activities such as:

- Legal and engineering fees
- Land acquisition, water and land rights, permits and equipment.
- Start-up operations and maintenance
- Interest incurred during construction.
- Purchase of facilities to improve service or prevent loss of service.
- Other costs determined to be necessary for completion of the project.
- See [7 CFR Part 1780.7 and 1780.9](#) for a complete list.

Funding Available:

- Long-term, low-interest loans.
- If funds are available, a grant may be combined with a loan if necessary to keep user costs reasonable.

Funding Terms: Due to the median household income for McFarland the grant process will be difficult to qualify for so recommendation would be to utilize low interest direct loan funding option.

USDA Direct Loan Opportunity:

- Loan repayment terms may not be longer than the useful life of the facility, state statutes, the applicant's authority, or a maximum of 40 years, whichever is less.
- Interest rates are set by Rural Development, Current interest rates for the 3rd quarter Fiscal Year 2023, effective to June 2023 are between 3.75%-4.5%
- Once the loan is approved, the interest rate is fixed for the entire term of the loan and is determined by the median household income of the service area and population of the community.
- There is no pre-payment penalty.

Additional Requirements:

- Borrowers must have the legal authority to construct, operate and maintain the proposed services or facilities.
- All facilities receiving federal financing must be used for a public purpose.
- Partnerships with other federal, state, local, private, and nonprofit entities that offer financial assistance are encouraged.
- Projects must be financially sustainable.

Grant Application Process:

Contact your local office to discuss community center project. Applications for this program are accepted year-round. Program resources are available online. (Includes forms needed, guidance, certifications) Will require McFarland to have a [Unique Entity ID number](#) and also require registration with the [System for Award Management \(SAM\)](#).

Rural Development Area Office Contact:

Rural Community Programs

5417 Clem's Way

Stevens Point, WI 54482

Phone: 715-345-7635

E-mail: wi.rd.cp.so@usda.gov

Funding Challenge: HARD,

Village staff can submit application on their own, but consideration also should be made to have application submitted by either architectural or engineering firm. Further discussions will need to occur with Rural Community Programs contact for eligibility.

Funding Opportunity # 2
Wisconsin Division of Energy, Housing and Community
Resources, Community Development Block Grant-Public
Facilities (CDBG-PF)

Website:<https://energyandhousing.wi.gov/Pages/AgencyResources/CDBG-PF.aspx>

Program Overview: Public Facilities funds help support infrastructure and facility projects for communities. Examples of eligible projects include improvements, repairs, or expansions of streets, drainage systems, water and sewer systems, sidewalks, and community centers. Grants are limited to projects that, if implemented, meet a CDBG National Objective.

Eligibility: Village staff will want to review further with Department of Administration to verify if they meet qualifications to benefit primarily low to moderate income individuals.

Funding Available/Terms: The 2023 CDBG-PF annual competitive grant will make up to approximately \$10 million (Pending Federal allocation to the State of Wisconsin and approval of the state's Annual Action Plan) available to assist UGLGs to expand and improve public infrastructure and facility projects critical to community vitality and sustainability. Typically, these projects will involve streets, sidewalks, water and sewer systems, storm water drainage and retention, senior and community centers, fire stations, libraries, blight elimination, accessibility modifications, and other similar types of activities. Under the State's CDBG-PF Program, the Department of Administration's Division of Energy, Housing and Community Resources will award grants up to a 2:1 ratio (i.e., maximum \$2 CDBG for every \$1 Grantee Match) toward the total project cost, up to a maximum \$1,000,000 award.

Grant Application Process: To be considered for 2023 CDBG-PF annual competitive grant funding, the completed and signed CDBG-PF Application form and all required application attachments and supporting documents must be received by DEHCR no later than the required date which historically is in May of each calendar year.

Funding Challenge Level: **MEDIUM,**

Village staff can submit inquiry on their own, but consideration can be made to have assistance from formal grant writer or to have staff attend training sessions to learn submittal process through Wisconsin Department of Administration.

Funding Opportunity # 3 Great Lakes Federal Grant Navigation Program

Website: <https://www.nlc.org/initiative/federal-grant-navigation-program/>

Program Overview: National League of Cities launched a free grant navigation program to assist local government staff with collecting the necessary data and applying for federal grants. By participating in the program, your municipality will receive specialized, one-on-one assistance, in addition to contributing to a robust nationwide collection of data that will help inform policymakers on how to maximize the impact of federal dollars. In the long term, the data you help us collect will help us ensure that federal grant dollars for local governments are used in a fiscally responsible manner and provide the greatest value for residents going forward.

Eligibility: Currently, the NLC Federal Grant Navigation Program is conducting a pilot with cities that meet the following criteria:

- Cities that are in Wisconsin.
- Municipalities with populations near and above 6,000 residents
- The program is open to both NLC members and non-members.

Fund Usage: ARPA allocated \$65 billion in direct relief allocated to all 19,000 cities, towns, and villages. This comes in addition to offering cities billions of dollars in federal grants for local housing, health care, technology modernization, education, workforce, transportation, and economic development needs. Even more funding is coming to communities through IIJA to support decades-long delayed infrastructure needs. These funds will be essential to help strengthen communities that faced heavy economic losses during the pandemic.

Funding Available/Terms: NLC's Federal Grant Navigation Program is Free of Charge, and McFarland would incur not cost for participating.

Grant Application Process: NLC's Federal Grant Navigation Program will assist through four key steps needed to successfully secure federal grant funding:

- Conduct a Data-Driven Needs Assessment
- Match your Community's Needs with Funding Streams
- Apply for Federal Grants
- Collect the Necessary Information for Treasury Department Reporting

Funding Challenge Level: **LOW,**
Village staff can submit inquiry on their own.

Section 12: Police Department Funding Opportunities

Within the 2023-2027 McFarland Capital Improvement Plan are various projects related towards the improvement of the police department. Within the document is the detailed breakdown of the following repairs:

2023-2027 Police Equipment
2023-2027 Patrol Vehicle
2023-2027 Traffic Safety
2023- Police Technology
2024- Records Management Software
2025- Squad Car Video
2026- USH 51 Cameras

Within the 2020-2030 McFarland Strategic plan is the goal to prioritize community-based policing practices and identify areas for extended outreach and program development.

Within this section are grant and funding opportunities which could be applied for to support the goals and initiatives identified above.

Funding Opportunity # 1 Preparing for Active Shooter Situations (PASS) Program

Website: <https://cops.usdoj.gov/pass>

Program Overview: The Fiscal Year **Preparing for Active Shooter Situations (PASS) Program** is designed to meet the goal of the 2016 Protecting Our Lives by Initiating COPS Expansion (POLICE) Act in offering "scenario-based, integrated response courses designed to counter active shooter threats or acts of terrorism against individuals or facilities." The program will fund a provider who can provide nationwide training to at least 20,000 first responders over the course of the award through scenario-based, multidisciplinary training classes. The training should be available to any jurisdiction in the U.S. and delivered in the desired location of the requesting agency, to include law enforcement, fire, and emergency medical services (EMS).

Eligibility: Local Law Enforcement Agencies, Units of Government.

Fund Usage: There historically has been **approximately \$12 million** to fund one award through the FY 2023 PASS program. The award is for one year (12 months) in length. There is no local match.

Grant Application Process: Consideration should be made to partner with multiple organizations for submittal. Further information can be found here <https://cops.usdoj.gov/pdf/2023ProgramDocs/pass/solicitation.pdf>

Funding Challenge Level: **HARD,**

Village staff can submit application on their own, but consideration also should be made to have application submitted by either grant writer or consider partnership with multiple municipalities and jurisdictions.

Funding Opportunity # 2 School Violence Prevention Program Grant

Website: <https://cops.usdoj.gov/svpp>

Program Overview: The Students, Teachers, and Officers Preventing School Violence Act of 2018 (STOP School Violence Act of 2018) gave the COPS Office authority to provide awards directly to States, units of local government, or Indian tribes to improve security at schools and on school grounds in the jurisdiction of the grantee through evidence-based school safety programs and technology.

Eligibility: Local Law Enforcement Agencies, Units of Government.

Fund Usage: Up to **\$73 million** in funding is available for FY23 SVPP. Each award is three years (36 months) in duration for a maximum federal share of \$500,000 per award. There is a local cash match (cost share) requirement of at least 25 percent.

SVPP funding will provide up to 75% funding for the following school safety measures in and around K-12 (*primary and secondary*) schools and school grounds:

- "Coordination with law enforcement"
- "Training for local law enforcement officers to prevent student violence against others and self"
- "Metal detectors, locks, lighting, and other deterrent measures"
- "Technology for expedited notification of local law enforcement during an emergency"
- "Any other measure that the COPS Office determines may provide a significant improvement in security"

The following school safety measures are available through the Bureau of Justice Assistance's (BJA's) section of the STOP School Violence Act of 2018:

- Development and operation of anonymous reporting systems
 - Hotlines
 - Internet websites
 - Mobile telephone applications
- Development and operation of a school threat assessment
- Specialized training for school officials in responding to mental health crises
- Training for school personnel and students to prevent student violence against others and self
- Any other measure the BJA determines may provide a significant improvement in security

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Please find additional info on the Bureau of Justice Assistance's (BJA's) website.

Funding may also be available through the OJJDP FY 2023 Enhancing School Capacity to Address Youth Violence solicitation.

All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law.

Grant Application Process: To submit consideration for COPS grant visit the following information link
[https://cops.usdoj.gov/pdf/Process for Applying to COPS Office Solicitations.pdf](https://cops.usdoj.gov/pdf/Process_for_Applying_to_COPS_Office_Solicitations.pdf).

Funding Challenge Level: **MEDIUM,**

Village staff can submit inquiry on their own, but consideration can be made to have assistance from formal grant writer or to have staff attend training sessions to learn submittal process through Institute of Museum and Library Services.

Funding Opportunity # 3 Community Policing Development (CPD) Accreditation

Website: <https://cops.usdoj.gov/accreditation>

Program Overview: The Fiscal Year **Community Policing Development (CPD) Accreditation** program funds are used to develop the capacity of law enforcement to implement community policing strategies by providing guidance on promising practices through the development and testing of innovative strategies; building knowledge about effective practices and outcomes; and supporting new, creative approaches to preventing crime and promoting safe communities.

The CPD Accreditation has four open solicitations:

- FY23 Addressing Gaps in State Accreditation - Community Policing Development Solicitation
- FY23 Enhancing Existing Law Enforcement Accreditation Entities - Community Policing Development
- FY23 Supporting Law Enforcement Agencies in Seeking Accreditation - Community Policing Development
- FY23 Accreditation Resources and Implementation Support - Community Policing Development

Eligibility: Local Law Enforcement Agencies, Units of Government.

Fund Usage: The fiscal year 2023 Addressing Gaps in State Accreditation Program will fund multiple awards, **up to \$500,000.**

The fiscal year 2023 Enhancing Existing Law Enforcement Accreditation Entities Solicitation will fund multiple awards, **up to \$300,000 each.**

The fiscal year 2023 Supporting Law Enforcement Agencies in Seeking Accreditation Solicitation will fund multiple awards, **\$250,000 (large agencies) and \$160,000 (small or rural agencies) each.**

The fiscal year 2023 Accreditation Resources and Implementation Support Solicitation will fund an award for **\$250,000.**

Grant Application Process: To submit consideration staff is encouraged to visit the follow page for information and training videos
<https://cops.usdoj.gov/how-to-apply>

Funding Challenge Level: MEDIUM,

Village staff can submit inquiry on their own, but consideration can be made to have assistance from formal grant writer or to have staff attend training sessions to learn submittal process through Institute of Museum and Library Services.

Funding Opportunity # 4 ***Encouraging Innovation: Field Initiated Programs***

Website: <https://bja.ojp.gov/program/encouraging-innovation-field-initiated-programs/overview>

Program Overview: The Encouraging Innovation: Field Initiated Program seeks to prevent and reduce crime and enhance the criminal justice system through innovative approaches that accelerate justice by identifying, defining, and responding to emerging or chronic crime problems and systemic issues using innovative approaches.

The program supports strategies to address these issues, including trying new approaches, addressing gaps in responses, building, or translating research knowledge, or building capacity. It furthers the Department of Justice's mission by providing resources to support state, local, tribal, and territorial efforts to reimagine their approaches and strategies to enhance fairness and access to justice; prevent and reduce crime, including violent crime; prevent and respond to overdoses; support crime victims; improve relationships and build trust between communities and the justice system; increase access to justice and supportive services; and advance innovative improvements within the justice system.

Eligibility: Local Law Enforcement Agencies, Units of Government.

Fund Usage: Historically the funding has been around \$1,000,000 which is awarded to 10 awardees.

Grant Application Process: Village staff is encouraged to review and download the funding pdf here: <https://bja.ojp.gov/funding/opportunities/o-bja-2023-171755>. There is also an informational webinar that will be available about the project.

Funding Challenge Level: **MEDIUM**,

Village staff can submit inquiry on their own, but consideration can be made to have assistance from formal grant writer or to have staff attend training sessions to learn submittal process.

Funding Opportunity # 5 Law Enforcement Agenda Grant

Website:

<https://doa.wi.gov/Pages/LocalGovtsGrants/LEAGrant.aspx>

Program Overview: Each tribal and local law enforcement agency in the State of Wisconsin (referred to herein as “LEAs” or “Grantees”) has been allocated a certain sum (its “Allocation”) based on the size of the population it serves, with an add-on for LEAs serving communities where violent crime exceeds the state average.

Eligibility: The Program is intended to provide LEAs with additional resources to help offset certain costs associated with hiring, training, testing, and equipping law-enforcement officers, as well as updating certain technology and policies and implementing new crime-reduction initiatives.

Fund Usage: An LEA may use its Allocation to reimburse eligible expenditures incurred between **March 15, 2022, and December 31, 2023**. Expenditures incurred outside that time window are not eligible for reimbursement under this Program. For purposes of this Program, an expenditure is not “incurred” until the LEA or its affiliated Tribal or local government has paid it. For a listing of eligible uses visit website link.

Funding Available/Terms: Per the spreadsheet McFarland Police Department has been awarded \$20,612.25.

Grant Application Process: Expense review cutoffs will be done on a quarterly basis. Future review periods are **June 30, 2023, September 30, 2023, and January 15, 2024**. Payments will only be made after these dates.

Funding Challenge Level: **LOW**,

Village staff or police department can submit expenditures on their own.

Section 13: Fire & EMS Department Funding Opportunities

Within the 2023-2027 McFarland Capital Improvement Plan are various projects related towards the improvement of the fire & ems department. Within the document is the detailed breakdown of the following repairs:

- 2023-2027 Car 1 Sinking Fund
- 2023-2027 EMS Equipment
- 2023-2027 Fire Equipment Replacement
- 2023-2027 Technology
- 2023-2026 Ice/Water Rescue Equipment
- 2023- Equipment Decon Washer
- 2023- EKG Monitors
- 2025- Ambulance Replacement
- 2026 Staff Car
- 2027- CPR Compressors
- 2027- Pumping Engine

Within the 2020-2030 McFarland Strategic plan is the goal to evaluate staffing models and organization structure to meet future public safety service delivery needs.

Within this section are grant and funding opportunities which could be applied for to support the goals and initiatives identified above.

Funding Opportunity # 1 Leary Firefighters Grant

Website: <https://learyfirefighters.org/grant>

Program Overview: The Leary Firefighters Foundation considers grant requests for training, equipment, and technology for fire departments, both paid and volunteer, in the US.

Eligibility: Local Government Fire Departments

Funding Available/Terms:

Areas of Support

- Training – the Foundation is pleased to fund training that enhances the professional development of departments.
- Equipment – the Foundation provides funding for departments to be outfitted with the best possible equipment for the health and safety of firefighters and in turn, the public they serve.
- Technology – the Foundation also makes technology grants.

Grant sizes vary but typically range from \$2,500 to \$25,000; occasionally the Foundation makes larger grants. We make no recommendations about the size of the grant your department should ask for other than to say that you should ask for what you need and make your very best case as to how that grant will benefit your department and the community it serves.

Grant Application Process: To be considered for funding, complete the LOI form and upload a brief Letter of Inquiry via our grants portal LFFgrants.smapply.io.

Funding Challenge Level: **LOW**

Village staff or fire department can submit application on their own.

Funding Opportunity # 2
Professional Fire Fighters of Wisconsin Charitable
Foundation Community Support Grant

Website: <https://pffwcf.org/community-support-program/>

Program Overview: Their vision is for all those we serve to be healthy, safe and supported in their lives and in their communities. So, while we graciously acknowledge the ongoing support of our generous volunteers, donors, partners and sponsors, the Fire Fighters Foundation also gives small grants, sponsorships, donations and more to worthy organizations around the state.

Eligibility: Priority is given to nonprofit organizations with a connection to the fire service community.

Funding Available/Terms:

The grant allows an applicant to request funds to be utilized towards the following areas:

- Capital
- Project
- Operating
- Program
- Endowment
- Sponsorship
- Other

Grant Deadlines are March 1st, June 1st, September 1st, and December 1st. All grant requests are submitted electronically and funding ranges from \$100 to \$5,000.

Grant Application Process: To be considered for funding, staff must enter all information on the grant application found here
<https://pffwcf.dm.networkforgood.com/forms/pffwcf-grant-application>.

Funding Challenge Level: **LOW**

Village staff or fire department can submit application on their own.

Funding Opportunity # 3 FM Global Fire Prevention Grant Program

Website: <https://fs20.formsite.com/fmglobal/form14/index.html>

Program Overview: Through their Fire Prevention Grant Program, fire departments and brigades, as well as national, state, regional, local and community organizations can apply for funding to support a wide array of fire prevention, preparedness, and control efforts, including pre-incident planning, fire prevention education/training and arson prevention/fire investigation.

Eligibility: Any organization or agency in the United States that supports fire prevention can apply for an FM Global Fire Prevention Grant; however, funds must be used for public purposes.

Funding Available/Terms: Although there is no limit on how much funding you can apply for, this grant program is designed to provide seed money to help support your fire prevention, preparedness, and control efforts. The average grant award is \$2,500.

As of the creation of this document they are currently in the process of retooling the grant terms so it is unsure what will be consider for funding consideration.

Grant Application Process: Grant applications are reviewed four times per year. The grant review period closes on March 31, June 30, September 30, and December 31 or after 100 applications are received. Decisions on awards are made approximately 3 - 4 months after deadline. Application is done directly on website form.

Funding Challenge Level: **LOW,**

Village staff or fire department can submit application on their own.

Funding Opportunity # 4
Gary Sinise Foundation First Responders Grant

Website: <https://www.garysinisefoundation.org/first-responders-outreach>

Program Overview: Through the Gary Sinise Foundation's First Responders Outreach, we provide help to critical funding for emergency relief, training, and essential equipment to ensure these heroes perform to the best of their abilities.

Eligibility: Grants are reserved for Law Enforcement Departments, Fire Departments, and Paramedic or EMS departments.

Funding Available/Terms: Departments that receive grants are barred from re-applying for another grant for a period of 1 year.

- All First Responder Departments mentioned above are eligible to submit grant applications. However, the Gary Sinise Foundation First Responder Outreach Department prioritizes volunteer, low, and underfunded departments.

- Fire departments awarded grants for turnout gear will be sent Gary Sinise Foundation "Donated By" patches to be added to the coats, at no cost to the department.

Grant Application Process: Application is done directly on website form.

Funding Challenge: **LOW,**

Village staff or fire department can submit application on their own.

Funding Opportunity # 5 FEMA-Assistance to Firefighters Grant

Website:

<https://www.fema.gov/grants/preparedness/firefighters/assistance-grants>

Program Overview: The primary goal of the Assistance to Firefighters Grant (AFG) is to meet the firefighting and emergency response needs of fire departments and non-affiliated emergency medical service organizations.

Eligibility: Fire departments operating in any of the 50 states, as well as fire departments in the District of Columbia, the Commonwealth of the Northern Mariana Islands, the U.S. Virgin Islands, Guam, American Samoa, the Commonwealth of Puerto Rico,³ or any federally recognized Indian tribe or tribal organization. A fire department is an agency or organization having a formally recognized arrangement with a state, local, tribal or territorial authority (city, county, parish, fire district, township, town or other governing body) to provide fire suppression to a population within a geographically fixed primary first due response area.

Funding Available/Terms: Historically the program has around \$324 million dollars and projects to award around 2,000 projects each year.

When serving a jurisdiction of 20,000 residents or fewer, the applicant shall agree to make available non-federal funds in an amount equal to not less than 5% of the grant awarded.

The funding requested does require a match portion which would entail one of the following:

- i. Cash (Hard Match): Cost share of non-federal cash is the only allowable recipient contribution for AFG Program activity (Vehicle Acquisition, Operations and Safety, and Regional).
- ii. Trade-In Allowance/Credit: On a case-by-case basis, FEMA may allow recipients already owning assets acquired with non-federal cash to use the trade-in allowance/credit value of those assets as cash for the purpose of meeting their cost share obligation. For FEMA to consider a trade-in allowance/credit value as cash, the allowance amount must be reasonable, and the allowance amount must be a separate entry clearly identified in the acquisition documents.

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- iii. iii. In-kind (Soft Match): In-kind cost share is not allowable for the AFG Program.

Grant Application Process: The application can be done online and requires a start date of typically January 9th of each year and has to be submitted historically around February 10th of each year.

Funding Challenge: **LOW,**

Village staff or fire department can submit application on their own.

Section 14: Trail Grant Funding Opportunities

Within the 2023-2027 McFarland Capital Improvement Plan are various projects related towards the creation of new trail amenities for McFarland residents and visitors. Within the document is the detailed breakdown of the following repairs:

2023- Dog Park Trail
2023-2024 Siggelkow Road Trail
2026-2027 Lower Yahara River Trail

Within the 2020-2030 McFarland Strategic plan is the goal to improve, maintain and enhance bike/walking path connections throughout the Village and in cooperation with neighboring municipalities and government agencies.

Within this section are grant and funding opportunities which could be applied for to support the goals and initiatives identified above.

Funding Opportunity # 1 Recreational Trails Program

Website: <https://dnr.wisconsin.gov/aid/RTP.html>

Program Overview: This is a federal program administered in most states. Municipal governments and incorporated organizations are eligible to receive reimbursement for the development, rehabilitation, and maintenance of recreational trails and trail-related facilities for both motorized and non-motorized recreational trail uses. Eligible sponsors may be reimbursed for up to 80% of eligible project costs. Funds from this program may be used in conjunction with funds from other state grant programs that also fund trail projects.

Eligibility: Towns, villages, cities, counties, tribal governing bodies, school districts, state agencies, federal agencies or incorporated organizations are eligible to apply for funds.

Funding Available/Terms: Eligible projects in order of priority are:

1. Maintenance and restoration of existing trails.
2. Development and rehabilitation of trailside and trailhead facilities and trail linkages.
3. Construction of new trails (with certain restrictions on federal lands*); and
4. Acquisition of easements and fee simple title to property for recreational trails or recreational trail corridors (must comply with the provisions of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended).

Grant Application Process: Applications are typically due on **May 1** each year. Grant Program Guidance and Application Materials are all in the same booklet:

<https://dnr.wisconsin.gov/sites/default/files/topic/Aid/grants/RTP/RTP2023GrantGuidance.pdf>

Funding Challenge: **LOW**

Village staff can submit application on their own.

Funding Opportunity # 2 ***The Norma and Stanley DeBoer Quiet Trails Fund***

Website: <https://dnr.wisconsin.gov/aid/RTP.html>

Program Overview: The Norma and Stanley DeBoer Quiet Trails Fund provides funding to support the creation and maintenance of quiet trails (e.g., walking, hiking, or skiing) in Wisconsin. The primary purpose is to create and maintain walking, hiking, or skiing trails open to the public in Wisconsin. This includes but is not limited to increasing access for people with disabilities; identification of trail locations; surveying; purchase of materials; construction; clean-up activities; repairs of trail surfaces, railings, or existing signage; and fees for necessary professional services.

- The secondary purpose is to enhance and promote quiet trails through activities including habitat improvement adjacent to the trail; development, creation, and installation of directional or explanatory signage and trail guide booklets; and modest costs of events designed to increase awareness and/or use of quiet trails.

Eligibility: Applicant must be one of the following: a public charity with approved 501(c)(3) exempt status (under section 509(a)(1), 509(a)(2), or 509(a)(3) Type I and Type II status); a federal, state, or local governmental unit, an American Indian nation or tribal community; or an accredited school, college, or university. The following types of organizations are not eligible for funding: individuals; businesses; section 509(a)(3) Type III supporting organizations; section 501(c)(4) organizations; section 501(c)(7) organizations; private foundations; and private operating foundations.

- Projects must support trails in Wisconsin that are open to the public.
- Projects must support walking, hiking, or skiing trails.
- Funding may not be used to support projects associated with trails open to motorized vehicles (e.g., snowmobiles, all-terrain vehicles, motorcycles) or mountain bikes.
- Project expenses may not have been incurred prior to submitting the application.

Funding Available/Terms: Grants range from \$500 to \$1,000.

Grant Application Process:

1. Determine if your project addresses our grantmaking priorities and meets our eligibility requirements.
2. Complete the application.
3. Include proof of IRS tax-exempt status (IRS form 501c3 tax determination letter).
4. Submit all materials to Lindsey
at NRFgrants@WisConservation.org by **March 1st**.
5. Applicants will be notified within six weeks.

Application can be found on website.

Funding Challenge: **LOW,**

Village staff can submit application on their own.

Funding Opportunity # 3 Knowles-Nelson Stewardship Local Assistance Grant Programs

Website: <https://dnr.wisconsin.gov/topic/Stewardship/ApplyLUG>

Program Overview: Local units of government (LUGs) are eligible applications for four Stewardship grant programs and two related federal programs administered by DNR.

- Aids for the Acquisition and Development of Local Parks (ADLP)
- Urban Green Space (UGS) grants
- Urban Rivers (UR) grants
- Acquisition of Development Rights (ADR)

LUG, LWCF and RTP grants support a wide variety of outdoor recreation projects throughout the state. Common projects funded through these grant programs include:

- Land acquisition for parks & trails, including riverfront property.
- Construction of hiking trails and bike paths
- Construction of canoe/kayak launches, including those that provide universal accessibility.
- Construction of riverfront park amenities
- Construction of park shelters and restroom facilities

Eligibility: Local Governments and Non-Profit organizations are eligible to apply.

Funding Available/Terms: Applications for Stewardship LUG grants are accepted once a year. Stewardship LUG, LWCF, and RTP grants offer a 50% cost share. In typical years, the LUG program receives approximately three times more in grant requests than available grant funds.

Grant Application Process: Complete grant applications should be submitted electronically (e.g. email, zip files) to your Regional Project Manager by 11:59 pm on May 1 of each year. Do not use Google Drive or Drop Box to submit your application. Contact a regional Project Manager for information regarding required application components. Note that several application components such as a local adopted Comprehensive Outdoor Recreation Plan (CORP), local resolutions, and appraisals can take time to complete. The time between submitting a complete application and receiving a grant contract ranges from 6 to 12 months depending on the details of each project. While we strive to make tentative grant awards as quickly as

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possible, applicants should keep this timeframe in mind when applying for a Stewardship Local Assistance, LWCF, and/or RTP grant.

For information on program policy and statewide coordination, contact the following DNR Statewide Grant Program Managers:		
Stewardship Local Assistance Grants; Stewardship Grants to Nonprofit Conservation Organizations; Land and Water Conservation Fund Grants	PAM ROOD	Phone: (608) 333-3718 Email: pamelaa.rood@wisconsin.gov
Recreational Trails Program Grants	BOBBI WINEBAR	Phone: (920) 461-2595 Email: roberta.winebar@wisconsin.gov

Funding Challenge: LOW,

Village staff can submit application on their own.

Section 15: Aquatic Center Funding Opportunities

Within the 2023-2027 McFarland Capital Improvement Plan is the inclusion of aquatics improvements. Aquatics improvements are included in the backend of the 5-year plan as a reflection of that phasing but is contingent upon further planning specific to its development. The project also envisions very significant fundraising that likely serves as a guide on whether it advances through the plan to construction. Currently the project is slated for a 2026 design and 2027 build if funds are available.

Within the 2020-2030 McFarland Strategic Plan is the goal of evaluating the cost and benefits of an outdoor aquatic facility, including construction and operation.

Within this section are grant and funding opportunities which could be applied for to support the goals and initiatives identified above.

Funding Opportunity # 1- USDA Community Facilities Direct Loan Grant Program.

Website: <https://www.rd.usda.gov/programs-services/community-facilities/community-facilities-direct-loan-grant-program/wi>

Program Overview: This program provides affordable funding to develop essential community facilities in rural areas. An essential community facility is defined as a facility that provides an essential service to the local community for the orderly development of the community in a primarily rural area, and does not include private, commercial, or business undertakings.

Eligibility: Rural areas including cities, villages, townships, and towns including Federally Recognized Tribal Lands with no more than 20,000 residents according to the latest [U.S. Census Data](#) are eligible for this program.

Fund Usage: Funds can be used to purchase, construct, and / or improve essential community facilities, purchase equipment, and pay related project expenses. Examples include community support services such as community centers which in turn could have an aquatic center component.

Funding Available:

- Low interest direct loans
- Grants-
- A combination of the two above, as well as our [loan guarantee program](#). These may be combined with commercial financing to finance one project if all eligibility and feasibility requirements are met.

Funding Terms: Due to the median household income for McFarland the grant process will be difficult to qualify for so recommendation would be to utilize low interest direct loan funding option.

USDA Direct Loan Opportunity:

- Loan repayment terms may not be longer than the useful life of the facility, state statutes, the applicant's authority, or a maximum of 40 years, whichever is less.
- Interest rates are set by Rural Development, Current interest rates for the 3rd quarter Fiscal Year 2023, effective to June 2023 are between 3.75%-4.5%
- Once the loan is approved, the interest rate is fixed for the entire term of the loan and is determined by the median household income of the service area and population of the community.

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- There is no pre-payment penalty.

Additional Requirements:

- Applicants must have legal authority to borrow money, obtain security, repay loans, construct, operate, and maintain the proposed facilities.
- Applicants must be unable to finance the project from their own resources and/or through commercial credit at reasonable rates and terms.
- Facilities must serve rural area where they are/will be located.
- Project must demonstrate substantial community support.
- Environmental review must be completed/acceptable.

Grant Application Process: Contact your local office to discuss community center project. Applications for this program are accepted year-round. Program resources are available online. (Includes forms needed, guidance, certifications) Will require McFarland to have a [Unique Entity ID number](#) and also require registration with the [System for Award Management \(SAM\)](#).

Rural Development Area Office Contact:

Jillian Lindholm, Area Director

1124 Professional Drive, Suite 100

Dodgeville, WI 53533

Phone: 608-935-2791

Fax: 855-715-8479

E-mail: wi-rd-dodgeville@usda.gov

Funding Challenge Level: **HARD**

Village staff can submit application on their own, but consideration also should be made to have application submitted by either architectural or engineering firm. Further discussions will need to occur with Rural Development contact for eligibility.

Funding Opportunity # 2 ***Great Lakes Federal Grant Navigation Program***

Website: <https://www.nlc.org/initiative/federal-grant-navigation-program/>

Program Overview: National League of Cities launched a free grant navigation program to assist local government staff with collecting the necessary data and applying for federal grants. By participating in the program, your municipality will receive specialized, one-on-one assistance, in addition to contributing to a robust nationwide collection of data that will help inform policymakers on how to maximize the impact of federal dollars. In the long term, the data you help us collect will help us ensure that federal grant dollars for local governments are used in a fiscally responsible manner and provide the greatest value for residents going forward.

Eligibility: Currently, the NLC Federal Grant Navigation Program is conducting a pilot with cities that meet the following criteria:

- Cities that are in Wisconsin.
- Municipalities with populations near and above 6,000 residents
- The program is open to both NLC members and non-members.

Fund Usage: ARPA allocated \$65 billion in direct relief allocated to all 19,000 cities, towns, and villages. This comes in addition to offering cities billions of dollars in federal grants for local housing, health care, technology modernization, education, workforce, transportation, and economic development needs. Even more funding is coming to communities through IIJA to support decades-long delayed infrastructure needs. These funds will be essential to help strengthen communities that faced heavy economic losses during the pandemic.

Funding Available/Terms: NLC's Federal Grant Navigation Program is Free of Charge, and McFarland would incur not cost for participating.

Grant Application Process: NLC's Federal Grant Navigation Program will assist through four key steps needed to successfully secure federal grant funding:

- Conduct a Data-Driven Needs Assessment
- Match your Community's Needs with Funding Streams
- Apply for Federal Grants
- Collect the Necessary Information for Treasury Department Reporting

Funding Challenge Level: **LOW,**
Village staff can submit inquiry on their own.

Funding Opportunity # 3 Walmart Local Community Grants

Website: <https://walmart.org/how-we-give/local-community-grants>

Program Overview: Their local community grants are awarded through an open application process and provide funding directly from Walmart and Sam's Club facilities to local organizations in the U.S.

Eligibility: A recognized government entity: state, county, or city agency, including law enforcement or fire departments, that are requesting funds exclusively for public purposes and CyberGrants FrontDoor verified.

Fund Usage: There are (8) areas of funding for which an organization can apply. The two areas which are most directly related to the creation of a community center would be:

- Community and Economic Development: Improving local communities for the benefit of low-income individuals and families in the local service area.
- Quality of Life: Improving access to recreation, arts or cultural experiences for low-income individuals and families in the local service area

Funding Available/Terms: Local community grants ranging from a minimum of \$250 to a maximum of \$5,000.

Grant Application Process: Grant applications for calendar year 2023 will be accepted on a quarterly basis. Deadlines for submissions are as follows:

- Quarter 1: Feb 1 – April 15
- Quarter 2: May 1 – July 15
- Quarter 3: August 1 – October 15
- Quarter 4: November 1 – December 31
- Applications may be submitted at any time during each quarter funding cycle. All applications will be reviewed prior to the next funding cycle.
- Organizations may only submit a total number of 25 applications and/or receive up to 25 grants within the 2023 grant cycle.
- All organizations applying for a Local Community grant must be [CyberGrants FrontDoor](#) verified prior to applying.

Funding Challenge Level: **LOW,**

Village staff can submit application on their own.

Funding Opportunity # 4 T-Mobile Hometown Grants

Website: <https://www.t-mobile.com/brand/hometown-grants>

Program Overview: T-Mobile Hometown Grants is a \$25 million, five-year initiative to support the people and organizations who help small towns across America thrive and grow. Hometown Grants are given every quarter to up to 25 small towns. Apply for funding to support a community project of your choice, like revitalizing or repurposing a historic structure, creating a downtown asset or destination, or improving a space where friends and neighbors gather. Projects that add to a sense of place or could lead to further investment are of particular interest. We look forward to learning more about your town and your project.

Eligibility: T-Mobile is partnering with trusted non-profit organizations Smart Growth America and Main Street America on our grant selection panel. Both organizations have deep expertise in building stronger, healthier, and more connected communities. Eligibility is mainly for small towns with population less than 50,000.

Funding Available/Terms: Recipients are selected and awarded on a quarterly basis with grants up to \$50,000 per municipality.

Grant Application Process: Full proposal should be three (3) to five (5) pages. Should include, but is not limited to:

- Detailed description of project to be evaluated by an internal TMO panel and nonprofit organization(s)
- Detailed budget, including breakdown of budget line items.
- Timeline
- “Shovel ready” plan, with:
 - Outline of expected town outcomes, demonstrating how the project or strategy will lead to the anticipated result/change.
 - Details on permits needed/obtained, if applicable, to begin work upon receipt of funds
 - Any additional companies/business partnerships to be contracted for the work.

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- Up to 5 letters of support from local government and/or community organizations, partners, or members, demonstrating community alignment, engagement, and consensus for the proposed project.

Funding Challenge Level: LOW,

Village staff can submit application on their own.

Funding Opportunity # 5 Alliant Energy Giving for Good Program

Website:

<https://www.alliantenergy.com/communitysupportandsafety/grantssponsors/hips/givingforgood>

Program Overview: Alliant Energy and the Alliant Energy Foundation build stronger communities through investments in organizations and communities in Wisconsin.

Eligibility: A recognized government entity: state, county, or city agency, including law enforcement or fire departments, that are requesting funds exclusively for public purposes and CyberGrants FrontDoor verified.

Fund Usage: Alliant Energy has four key focus areas and the two potential areas to apply for an aquatic center would be the following:

- Workforce Readiness with a focus on Youth Development and Mentoring. This area provides funding for leadership and mentoring, anti-bullying, afterschool programs, YMCA's.
- Community Safety and Engagement. This area provides funding for playground updates for new equipment at public parks which could be incorporated into an aquatic center.

Funding Available/Terms: Funding availability and terms are provided after applying and can range from project to project. In 2022 projects in Dane County were funding between \$1,000 and \$50,000 dollars.

Grant Application Process: Applications are accepted year-round and reviewed monthly. With any request for a specific date/vent they ask to apply at least 60 days prior. Online Applications are preferred but requests can be made via email or phone number if necessary. Questions can be sent to foundation@alliantenergy.com or 1-866-769-3779.

Funding Challenge: **LOW**

Village staff can submit application on their own.

Section 16: Key Grant Website Links

Below is a listed of various grant website links which were utilized to find some of the information listed within this document and can be utilized by village staff as a resource for reviewing further grant opportunities in the future.

Wisconsin Department of Natural Resources
Water and Wastewater Funding Sources

<https://dnr.wisconsin.gov/aid/Sources.html>

Wisconsin Office of Rural Prosperity

<https://ruralwi.com/resources/>

League of Wisconsin Municipalities Grant Resources

<https://www.lwm-info.org/1655/Grants>

Federal Grants Wire

<https://www.federalgrantswire.com/>

Grants.Gov Register

<https://www.grants.gov/register.html>

The Grant Portal

<https://www.thegrantportal.com/thegrantportal/Search-Grants>

Section 17: Conclusion

This document was assembled to provide village staff, elected officials, committee members, and community members with a collection of grant opportunities available for initiatives found within the village's strategic and capital improvement plans.

Robert W. Baird would like to thank the Village of McFarland for the opportunity to arrange this information into one cohesive document and wants to thank the village administrator and community development director for their assistance in the process.

Section 18: DISCLAIMER TEXT

Robert W. Baird & Co. Incorporated is providing this information to you for discussion purposes. The materials do not contemplate or relate to a future issuance of municipal securities. Baird is not recommending that you take any action, and this information is not intended to be regarded as "advice" within the meaning of Section 15B of the Securities Exchange Act of 1934 or the rules thereunder.

E. D. Locke Library Statistics

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD	% Change
Checkouts														
2022	12,686	12,362	14,023	13,121	12,498	15,731	15,213	15,322	13,172	12,700	12,895	12,124	161,847	18%
2023	13,998	12,535	14,717	12,412	10,573	15,193	15,367	15,186	12,586	12,866	13,085	12,650	161,168	0%
% change month to month	10%	1%	5%	-5%	-15%	-3%	1%	-1%	-4%	1%	1%	4%		
Curb Side Delivery Appointments														
2020				144	702	925	1490	1401	1317	1414	1490	1405	10,288	
2021	1431	1451	1509	1273	327	84	42	54	47	51	62	49	6,380	
2022	64	39	23	22	20	12	11	11	4	8	10	5	229	
2023	13	2	4	1	1	3	3	1	4	9	5	4	50	
visitor count														
2022	11,264	12,148	15,779	13,842	16,998	24,974	22876	23,756	21654	18657	18404	16997	217,349	342%
2023	17,884	16,809	22,142	19,145	16,238	24,741	24,138	23,701	21,857	19,735	19,170	18,838	244,398	12%

E. D. Locke Library Statistics

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD	% Change
	Study Room Use													
2023	56	55	73	61	54	63	96	110	63	93	88	68	880	39%
2024	95												95	70%
	70%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%		
	Reference Questions Answered													
2022	341	330	353	326	304	401	372	395	317	418	427	383	4,367	77%
2023	433	330	409	294	312	443	382	369	282	335	268	294	4,151	-5%
	Notary Services													
2022	0	0	0	0	1	0	0	0	0	0	0	1	2	
2023	5	3	3	0	2	2	2	3	2	0	1	2	25	

E. D. Locke Library Statistics

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD	% Change
Volunteer Hours - Adult														
2022	5.5	5.25	6.75	25	19.5	22.25	19	28.75	22	21.25	19.75	20.25	215.25	
2023	23.5	21.25	20.5	30.5	15	23.25	20.25	21	21.5	20.5	16.75	10	244.00	
No. of Adult Volunteers														
2022	1	1	1	2	2	2	2	2	2	2	2	2	21	
2023	2	2	2	2	2	3	3	3	2	2	2	2	27	
Volunteer Hours - Minors														
2022						73	54						127	
2023						62.5	104.5	19					186	
No. of Minor Volunteers														
2022						9	9						18	
2023						12	12	6					30	

**PUBLIC LIBRARY ANNUAL REPORT**

PI-2401 (Rev. 01-24)

S. 43.05(4) & 43.58(6)
FOR THE YEAR 2023**INSTRUCTIONS:** Complete and return two (2) signed copies of the form and attachments to the library system headquarters. Confirm with the library system if submitting electronic copies is preferred.

Board-approved, signed annual reports for 2023 are due to the DPI Division for Libraries and Technology no later than February 29, 2024.

I. GENERAL INFORMATION

1. Name of Library E.D. Locke Public Library		2. Public Library System South Central Library System		
3a. Head Librarian First Name Heidi	3b. Head Librarian Last Name Cox	4a. Certification Grade Grade 1	4b. Certification Type Regular	5. Certification Expiration Date 03/31/2027
6a. Street Address 5920 Milwaukee St.	6b. Mailing Address or PO Box 5920 Milwaukee St.	7. City / Village / Town McFarland	8a. ZIP 53558	8b. ZIP4 8962
9. County Dane				
10. Library Phone Number 6088389030	11. Fax Number	12. Library E-mail Address of Director hcox@McFarlandLibrary.org		
13. Library Website URL www.mcfarlandlibrary.org		14. No. of Branches 0	15. No. of Bookmobiles Owned 0	16. No. of Other Public Service Outlets 0
17. Does your library operate a books-by-mail program? No	18. Some public libraries are legally organized as joint libraries, with neighboring municipalities or a county and municipality joining to operate a library. Is your library such a joint library legally established under Wis. Stat. s. 43.53? No			
20. Square Footage of Public Library 17,820	21a. Did your library or a branch move to a new facility during the fiscal year? No	21b. Did your library or a branch renovate or expand an existing facility during the fiscal year? No	22. UEI Number	

HOURS OF OPERATION

	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (No interior service for the public)
19a. Winter hours open per week	65	0	0
19b. Number of winter weeks	52	0	0
19c. Summer hours open per week	0	0	0
19d. Number of summer weeks	0	0	0
19e. Total weeks per year	52	0	0
19f. Total hours per year for this location	3,380	0	0

II. LIBRARY COLLECTION		
	a. Number Owned / Leased	b. Number Added
1. Books in Print <i>Non-periodical printed publications</i>	55,404	3,109
2. Electronic Books <i>E-books</i>	169,150	
3. Audio Materials	3,799	203
4. Electronic Audio Materials <i>Downloadable</i>	75,767	
5. Video Materials	8,107	229
6. Electronic Video Materials <i>Downloadable</i>	1,934	
7. Other Materials Owned <i>Describe</i> Kits, Video Games, Die Cuts, Board Games, equipment	416	
8a. Electronic Collections <i>Locally Owned or Leased</i>	13	
8b. Electronic Collections <i>Purchased by library system or consortia</i>	1	
8c. Electronic Collections <i>Provided through BadgerLink</i>	62	
9. Total Electronic Collections <i>Local, regional, and state</i>	76	
10. Subscriptions <i>Include periodicals and newspapers, exclude those in electronic format</i>	98	

			III. LIBRARY SERVICES						
1. Circulation Transactions			c. Circulation of Other Physical Items (subset of 1a.) 2,374		2. Interlibrary Loans				
a. Total Circulation	b. Children's Materials	a. Items Loaned <i>Provided to</i>			b. Items Received <i>Received from</i>				
158,881	77,412	71,476			53,581				
					Method for Counting ILL Transactions Total ILL Transactions				
(Only Total will display when Total ILL Transactions is listed as the Method for Counting ILL Transactions)			Items Loaned to Other Libraries <i>Provided to</i>			Items Borrowed from Other Libraries <i>Received from</i>			
Integrated Library Systems (ILS)									
WISCAT									
Other (includes OCLC, manual tracking or other methods)									
3. Number of Registered Users			d. Overdue Fines No		4. Reference Transactions		5. Library Visits		
a. Resident	b. Nonresident	c. TOTAL			a. Method	b. Annual Count	a. Method	b. Annual Count	
4,478	2,317	6,795			Actual Count	4,151	Actual Count	244,393	
6. Uses of Public Internet Computers					7. Uses of Public Wireless Internet				
a. Number of Public Use Computers		b. Number of Public Use Computers with internet access		c. Method	d. Annual Count	a. Method		b. Annual Count	
12		8		Actual Count	3,349	Actual Count		214,781	
8. Website Visits		9. Electronic Collection Retrieval							
		a. Local	b. Other	c. Statewide	d. Total				
52,031		15,115	2,590	402	18,107				
10. Uses of Electronic Materials by Users of Your Library									
a. E-Books		b. E-Audio		c. E-Video		d. Total Uses of Electronic Materials		e. Uses of Children's Electronic Materials	
17,753		21,350		1,934		41,037		3,266	

**In-person Programs and Attendance + Live,
Virtual Programs and Attendance (not asynchronous views)**

In-person Programs and Attendance + Live, Virtual Programs and Attendance (not asynchronous views)

	Children (0-5)	Children (6-11)	Young Adult (12-18)	Adult (19+)	General Interest (all ages)	Total
Number of Programs	252	65	126	110		553
Total Attendance	9,926	2,845	2,068	6,031		20,870

In-Person Programs and Program Attendance Annual Count

	11a.Children (0-5)	11b. Children (6-11)	11c. Young Adult (12-18)	11d. Adult (19+)	11e. General Interest (all ages)
Number of Programs	252	65	126	109	
Total Attendance	9,926	2,845	2,068	5,974	
	11f. Onsite In-Person - Subtotal	11g. Offsite In-Person - Subtotal	11h. Total		
Number of Programs	523	29	552		
Total Attendance	14,078	6,735	20,813		

11i. Describe the library's in-person programs: Story Time, Craft Club, Book Club, McFarland Community Festival, Teen Snack and chat, gaming, presenters, history tours, live music, children's performers, yoga for kids, silent Santa

Live Views of Virtual Programs and Virtual Program Attendance Annual Count

	12a. Children (0-5)	12b. Children (6-11)	12c. Young Adult (12-18)	12d. Adult (19+)	12e. General Interest (all ages)	12f. Total
Number of Programs	0	0	0	1		1
Total Live Virtual Attendance	0	0	0	57		57
Total views of live programs that were recorded and posted for asynchronous viewing	0	0	0	0	0	0

12g. Which platforms does the library use to host the library's live, virtual programs:

12h. Describe the library's live, virtual programs:

Views of Pre-recorded Programs and Pre-recorded Program Attendance Annual Count

	13a. Children (0-5)	13b. Children (6-11)	13c. Young Adult (12-18)	13d. Adult (19+)	13e. General Interest (all ages)	13f. Total
Number of Programs	0	0	0	0	0	0
Total Pre-Recorded Program Views	0	0	0		0	0

13g. Which platforms does the library use to host the library's pre-recorded programs:

13h. Describe the library's pre-recorded programs:

IV. LIBRARY GOVERNANCE

Library Board Members. List all members of the library board as of the date of this report. List the president first. Indicate vacancies. Report changes to the Division for Libraries and Technology as they occur. When reporting such changes, indicate the departing board members.

First Name	Last Name	Street Address	City	ZIP+4	Email Address
PRESIDENT					
1. Kenneth	Machtan	5312 Falling Leaves Ln	McFarland	53558	ken.machtan@gmail.com
2. Mona	Nelson	6309 Mourning Dove Dr	Mc Farland	53558	mona.nelson@rocketmail.c
3. Karin	Mandli	5804 Aspen Ct	McFarland	53558	karin_mandli@mcfarland.k
4. Staci	Fritz	5304 Sure Ave.	McFarland	53558	stacifritz@gmail.com
5. Luke	Fessler	6409 Fox Run	McFarland	53558	Lfessler@mcfarland.wi.us
6. Evan	Richards	2473 Waubesa Hill Rd.	McFarland	53558	erichards@evanrichards.org
7. Peter	Sobol	5205 Broadhead St.	McFarland	53558	peter.sobol@gmail.com
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
No. of Library Board Members Include vacancies in this count					
7					

V. LIBRARY OPERATING REVENUE

Report operating revenue only. Do not report capital receipts here.

1. Local Municipal Appropriations for Library Service Only Joint libraries report more than one municipality here

Municipality Type	Name	Amount
Village	McFarland	\$733,000
Subtotal 1		\$733,000

2. County

a. Home County Appropriation for Library Services

Subtotal 2a \$324,693

b. Other County Payments for Library Services

County Name	Amount	County Name	Amount
Columbia	\$775		
Dodge	\$15		
Green	\$380		
Jefferson	\$1,443		
Sauk	\$234		
		Subtotal 2b	\$2,847

3. State Funds

a. Public Library System State Funds

Description	Amount	Description	Amount
SCLS Youth Literacy Grants	\$475		
b. Funds Carried Forward from Previous Year	\$0	c. Other State Funded Program	
		Subtotal 3	\$475

4. Federal Funds Name of program—for LSTA grant awards, grant number, and project title

Program or Project	Amount
e-Rate Reimbursement	\$308
SCLS Payment for Continuing Education	\$400
Subtotal 4	\$708

5. Contract Income From other governmental units, libraries, agencies, library systems, etc.

Name	Amount	Name	Amount
Village of Cottage Grove	\$1,500		
		Subtotal 5	\$1,500

6. Funds Carried Forward Do not include state aid. Report state funds in 3b above.

\$0

7. All Other Operating Income

\$26,928

8. Total Operating Income Add 1 through 7

\$1,090,151

9. What is the current year annual appropriation provided by governing body(ies) for the public library?

\$768,000

10. Was the library's municipality exempt from the county library tax for the report year? Wis. Stat. s. 43.64(2)

Yes

VI. LIBRARY OPERATING EXPENDITURES

Report operating expenditures from all sources. Do not report capital expenditures here.

1. Salaries and Wages Include maintenance, security, plant operations		2. Employee Benefits Include maintenance, security, plant operations	
\$564,098		\$189,936	
3. Library Collection Expenditures			
a. Print Materials	b. Electronic Materials	c. Audiovisual Materials	d. All Other Library Materials
\$50,325	\$25,378	\$12,860	\$0
			Subtotal 3
			\$88,563
4. Contracts for Services Include contracts with other libraries, municipalities, and library systems here. Include service provider.			
Provider	Description	Type	Amount
SCLS - ILS & Technology	ILS and Technology Services		\$47,674
Subtotal 4			\$47,674
5. Other Operating Expenditures			\$148,236
6. Total Operating Expenditures <i>Add 1 through 5</i>			\$1,038,507
7. Of the expenditures reported in item 6, what were operating expenditures from federal program sources?			\$708

VII. LIBRARY CAPITAL REVENUE, EXPENDITURES, DEBT RETIREMENT, AND RENT

1. Capital Income and Expenditures by Source of Income

Do not report any expenditures reported above. Provide a brief description of any expenditures.

Source	Brief Description of Expenditure		Revenue	Expenditure
a. Federal			\$0	\$0
b. State			\$0	\$0
c. Municipal	shelving, HVAC upgrade,		\$251,798	\$251,798
d. County			\$0	\$0
e. Other			\$0	\$0
2. Debt Retirement	3. Rent Paid to Municipality/County		Total Revenue	Total Expenditure
\$0	\$0		\$251,798	\$251,798

VIII. OTHER FUNDS HELD BY THE LIBRARY BOARD

All funds under the library board's control must be reported. Report in this section any funds in the library board's control (except Trust Funds) that have not been reported in a previous section. *Wis. Stat. s. 43.58(6)(a)*

1. Total Amount of Other Funds at End of Year	\$312,926
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IX. TRUST FUNDS

1. Total Amount of Trust Funds Held by the Library Board at End of Year

X. STAFF

1. Personnel Listing. Libraries with 15 or fewer employees may report all staff under 1a. Libraries with more than 15 employees, list head librarian, chief assistants, branch librarians, division heads, and other supervisory personnel in 1a. and all other positions in 1b.

a. Employees Holding the Title of Librarian. Indicate advanced degrees in Type of Staff.

Position (Local Title)	Job Title (Appendix A)	Type of Staff	Total Annual Wages Paid	Hours Worked per Week
Director / Head Librarian	Library Director / Chief Officer	MLS (ALA)	\$103,502	40.00
Assistant Director	Deputy / Associate / Assistant Librarian	Librn. no-MLS	\$66,748	40.00
Youth Services Librarian	Associate Librarian (non-MLS)	MLS (ALA)	\$61,696	40.00
Adult Services Librarian	Librarian (MLS)	MLS (ALA)	\$41,983	40.00
Tech Services Supervisor	Copy Cataloger	Librn. no-MLS	\$53,539	40.00
Teen Services Librarian	Librarian (MLS)	Librn. no-MLS	\$54,746	40.00

b. Other Paid Staff *See Instructions*

Position (Local Title)	Job Title (Appendix A)	Type of Staff	Total Annual Wages Paid	Hours Worked per Week
Library Assistant	Clerk - Public Services	Other	\$145,809	137.00
Assistant Librarians	Associate Librarian (non-MLS)	Other	\$12,850	12.00
Shelver	Page/Shelver	Other	\$13,850	23.00
Janitorial Staff	Janitorial Cleaner	Other	\$24,860	24.00

2. Library Staff Full-Time Equivalents (FTEs). Divide the total hours worked per week for each category by 40 to determine full-time equivalents.

a. Persons Holding the Title of Librarian			b. All Other Paid Staff (FTE)	
Master's Degree from an ALA Accredited Program (FTE)	Other Persons Holding the Title of Librarian (FTE)	Subtotal 2a	Include maintenance, plant operations, and security	c. Total Library Staff (FTE)
3.00	3.00	6.00	4.90	10.90

XI. PUBLIC LIBRARY LOANS OF MATERIAL TO NONRESIDENTS

1. Of the total circulation reported for the library from Section III, item 1, what was the total circulation to nonresidents <i>See instructions for definition of nonresident</i>			62,326
Divide nonresident circulation among the following categories. The total of 2 through 6 below should not be greater than the number reported in item 1 above.		a. Those with a Library	b. Those without a Library
		c. Subtotal	
2. Circulation to Nonresidents Living in the Library's County		34,949	26,743
3. Circulation to Nonresidents Living in Another County in the Library System		279	160
4. Circulation to Nonresidents Living in an Adjacent County Not in the Library System		133	34
5. Circulation to All Other Wisconsin Residents		28	0
6. Circulation to Persons from Out of the State			
7. Are the answers to items 1 through 6 based on actual count or survey/sample?	8a. Does the library deny access to any residents of adjacent public library systems on the basis of Wis. Stat. s. 43.17(11)(b)?	8b. If yes, does the library allow residents in adjacent systems to purchase library cards?	
Actual	No		
9. Circulation to Nonresidents Living in an Adjacent County Who Do Not Have a Local Public Library			
Name of County	Circulation	Name of County	Circulation
a. Columbia	27	f. Rock	22
b. Dodge	0	g. Sauk	20
c. Green	113	h.	
d. Iowa	0	i.	
e. Jefferson	12	j.	

XII. TECHNOLOGY

XIII. SELF-DIRECTED ACTIVITIES, STAFF SERVING YOUTH / ADULTS

1. Self-directed Activities: <i>Planned, independent activities available for a definite time period which introduce participants to any of the broad range of library services or activities that directly provide information to participants.</i>			
	a. Children (0-5)	b. Children (6-11)	c. Young Adult (12-18)
Number of Self-Directed Activities	7		1
Total Self-Directed Activity Participation	3,472	0	128
	d. Adult (19+)	e. General Interest (all ages)	f. Total
Number of Self-Directed Activities	3		11
Total Self-Directed Activity Participation	315		3,915
2. Name and email address of primary staff person who serves as the children, youth, or teen librarian. Only the primary person is displayed here.			
a. First Name	b. Last Name	c. Email Address	
Heather	Kent	hkent@mcfarlandlibrary.org	
3. Name and email address of primary staff person who serves as the librarian for adults. Only the primary person is displayed here.			
a. First Name	b. Last Name	c. Email Address	
Sara	Hendrickson	shendrickson@mcfarlandlibrary.org	

XIV. PUBLIC LIBRARY ASSURANCE OF COMPLIANCE WITH SYSTEM MEMBERSHIP REQUIREMENTS

We assure the Public Library System of which this library is a member and the Division for Libraries and Technology, Department of Public Instruction that this public library is in compliance with the following requirements for public library system membership as listed in Wis. Stats.

A check (X) or a mark in the checkbox indicates compliance with the requirement.

- ☒ The library is established under s. 43.52 (municipalities), s. 43.53 (joint libraries), or s. 43.57 (consolidated county libraries and county library services) of the Wisconsin Statutes [s. 43.15(4)(c)1].
- ☒ The library is free for the use of the inhabitants of the municipality by which it is established and maintained [s. 43.52(2), 73 Op. Atty. Gen. 86(1984), and OAG 30-89].
- ☒ The library's board membership complies with statutory requirements regarding appointment, length of term, number of members and composition. [s. 43.54 (municipal and joint libraries), s. 43.57(4) & (5) (consolidated and country library services), and s. 43.60(3) (library extension and interchange)].
- ☒ The library board has exclusive control of the expenditure of all moneys collected, donated, or appropriated for the library fund [s. 43.58(1)].
- ☒ The library director is present in the library at least 10 hours a week while library is open to the public, less leave time [s. 43.15(4)(c)6].
- ☒ The library board supervises the administration of the library, appoints the librarian, who appoints such other assistants and employees as the library board deems necessary, and prescribes their duties and compensation [s. 43.58(4)].
- ☒ The library is authorized by the municipal governing board to participate in the public library system [s. 43.15(4)(c)3].
- ☒ The library has entered into a written agreement with the public library system board to participate in the system and its activities, to participate in interlibrary loan of materials with other system libraries, and to provide, to any resident of the system area, the same library services, on the same terms, that are provided to the residents of the municipality or county that established the member library. This shall not prohibit a municipal, county, or joint public library from giving preference to its residents in library group programs held for children or adults if the library limits the number of persons who may participate in the group program, or from providing remote access to a library's online resources only to its residents. [s. 43.15(4)(c)4].
- ☒ The library's head librarian holds the appropriate grade level of public librarian certification from the Department of Public Instruction [s. 43.15(4)(c)6 and Administrative Code Rules PI 6.03].
- ☒ The library annually is open to the public an average of at least 20 hours each week except that for a library in existence on June 3, 2006, annually is open to the public an average of at least 20 hours or the number of hours each week that the library was open to the public in 2005, whichever is fewer [s. 43.15(4)(c)7].
- ☒ The library annually spends at least \$2,500 on library materials. [s. 43.15(4)(c)8].

XV. CERTIFICATION

I CERTIFY THAT, to the best of my knowledge, the information provided in this annual report and any attachments are true and accurate and the library board has reviewed and approved this report.

President, Library Board of Trustees Signature or designee	Name of President or Designee Print or type	Date Signed
	Kenneth Machtan	
Library Director / Head Librarian Signature	Library Director / Head Librarian Print or type	Date Signed
	Heidi Cox	

STATEMENT CONCERNING PUBLIC LIBRARY SYSTEM EFFECTIVENESS

As required by Wis. Stat. s. 43.58(6)(c), the following statement that the library system either did or did not provide effective leadership and adequately meet the needs of the library must be completed and approved by the library board. The response should be made in the context of the public library system's statutory responsibilities and the funding which it has available to meet those responsibilities.

County

Dane

The E.D. Locke Public Library Board of Trustees hereby states that in 2023 the South Central Library System
Name of Public Library *Name of Public Library System / Service*

- ☒ did provide effective leadership and adequately met the needs of the library.
- ☐ did not provide effective leadership and did not adequately meet the needs of the library.

Indicate with an X one of the above statements

Explanation of library board's response. *Attach additional sheets if necessary.*

Note: With the approval of the library board of trustees, this statement may be submitted separately from the Annual Report form that is sent to the library system, as an e-mail attachment to LibraryReport@dpi.wi.gov.

XV. CERTIFICATION

The preceding statement was approved by the Public Library Board of Trustees.

Division staff will compile the statements received for each library system and, as required by Wis. Stat. s. 43.05(14), conduct a review of a public library system if at least 30 percent of the libraries in participating municipalities that include at least 30 percent of the population of all participating municipalities report that the public library system did not adequately meet the needs of the library. This statement may be provided to the public library system.

President, Library Board of Trustees Signature or designee

Name of President or Designee Print or type

Date Signed

➤

Kenneth

Machtan

COMMENTS

SECTION_II

2. Electronic Books (E-books)

Overdrive 168,789; Hoopla 361--2024-01-26

4. Electronic Audio Materials (downloadable)

Overdrive 74,304

Hoopla 1463--2024-01-26

6. Electronic Video Materials (downloadable)

Hoopla = 211

Kanopy = 1723--2024-01-26

8a. Electronic Collections (Locally owned or leased)

New York Times Online, Data Axel, Creative Bug, Consumer Reports, Ancestry Plus, Transparent Languages, Novel List Plus, Press Reader, A to Z Food America, A to Z World Travel, Flipster, Kanopy, Hoopla, Niche

Academy--2024-01-23

10. Subscriptions (Includes periodicals and newspapers, but excludes those in electronic format)

Decrease due to previous magazine subscriptions ceasing publication--2024-01-25

SECTION_III

1c., Circulation of Other Physical Items (subset of 1a.)

Increase due to more use of video games and juvenile kits.--2024-01-25

5b. Library Visits

Increase due to increases in programs and people using wireless internet access--2024-01-23

6d., Number of Uses (sessions) of Public Internet Computers

Increase due to people using the internet computers more.--2024-01-23

9a., Local Electronic Collection Retrievals (locally owned or leased)

Prefilled = 10,214

NYT online= 2550

Data Axel = 816

Creative Bug =218

Press Reader =1152

AtoZ Food America = 121

AtoZ World Travel = 44--2024-01-26

10a., Uses of E-Books By Users of Your Library

Overdrive = 16,754

Flipster=579

Hoopla ebooks= 420--2024-01-26

10b., Uses of E-Audio by Users of Your Library

Overdrive = 19,887

Hoopla=1463--2024-01-26

10c., Uses of E-Video by Users of Your Library

Kanopy = 1723

Hoopla = 211--2024-01-26

11d., In-Person Adult Program Attendance Ages 19+

Attendance includes Mcfarland Community Festival. A three day event with estimated attendance at 4000--2024-01-26

SECTION_V

Amount

Contract for Storytimes--2024-01-27

Other Library Funds

Beginning Balance of Other Funds Under Library Board Control

increase due to adding in operating fund balance that hadn't been reported in previous years.--2024-01-29

SECTION_X

Annual Salary

This position was vacant Jan-February. Wages reported are March-Dec.--2024-01-29

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Objectives

E.D. Locke Public Library acquires and makes available materials which inform, educate, entertain and enrich people's lives. Since it is not possible for any library to acquire all materials, it is necessary to employ a policy of selectivity in acquisitions. The Library provides, within its financial limitations, a collection of reliable materials embracing broad areas of knowledge. Included are works of enduring value as well as timely materials on current bestseller lists. Within the framework of these broad objectives, selection is based on community needs, from those expressed and those from community demographics and evidence of areas of interest. Allocation of the materials budget will also be determined by usage indicators and objectives for collection development.

New formats will be considered for the collection when, by industry report and evidence from local requests, the library learns that a significant portion of the community population has the necessary technology to make use of the format. Availability of the format, the cost per item and the Library's ability to acquire and handle the items will also be factors in determining when a format will be added to the Library's collection. Similar considerations will influence the decision to delete a format from the collection.

The Library's goal is to provide a diverse McFarland community with library materials that reflect a wide range of views, expressions, opinions and interests. Specific acquisitions may include items that may be unorthodox or unpopular with the majority, or controversial in nature. The Library's acquisition of these items does not constitute endorsement of their content, but rather makes available its expression.

The Library provides free access to materials in a number of formats (print, media and electronic) to all patrons. Library users make their own choices as to what they will use based on individual interests and concerns. The Library supports the right of each family to decide which items are appropriate for use by their children. Responsibility for a child's use of library materials lies with his or her parent or legal guardian. The Library adheres to the principles of intellectual freedom, adopted by the American Library Association, as expressed in the Library Bill of Rights and the Freedom to View Statement. The Library also subscribes to the Freedom to Read Statement prepared by the American Library Association and the American Book Publishers Council.

Library Bill of Rights

<https://www.ala.org/advocacy/intfreedom/librarybill>

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Freedom to View Statement

<https://www.ala.org/advocacy/intfreedom/freedomviewstatement>

Freedom to Read Statement

<https://www.ala.org/advocacy/intfreedom/freedomreadstatement>

Criteria for Selection

General criteria for selecting library materials are listed below. An item need not meet all of the criteria in order to be acceptable.

- Need for added material in subject areas
- Availability through outer-library loan
- Physical limitations of the library building
- Relevance to community needs
- Budgetary considerations
- Public demand, interest or need
- Contemporary significance, popular interest or permanent value
- Prominence, authority and/or competence of author, creator or publisher
- Timeliness
- Relation to existing collections
- Statement of challenging, original or alternative point of view
- Special needs of library patrons for materials in accessible formats

Each type of material must be considered in terms of its own merit and the audience for whom it is intended. No single standard can be applied in all cases. Some materials may be judged primarily in terms of artistic merit, scholarship or value to humanity. Others are selected to satisfy the informational, recreational or educational interests of the community.

While the Library works closely with the education programs within the area's education facilities, the Library does not have the resources to add textbooks to the collection.

All librarians have a professional responsibility to be inclusive, not exclusive, in developing collections. Efforts will be made to provide materials representing all viewpoints.

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Selection tools include professional journals, publishers' promotional materials and reviews from reputable sources. Purchase suggestions from library patrons are welcome and are given serious consideration.

Responsibility for Selection

Selection of all materials will be the responsibility of the professional librarians who operate within the framework of policies determined by the Library Board, and based on the above criteria. **The Library Director is responsible for selection of all materials in the collection.**

Note: Digital materials may be selected by outside consortium or organizations.

Collection Maintenance, Replacement and Weeding

Professional library staff regularly review materials in the collection to ensure that they continue to meet patrons' need. Materials that are worn, obsolete, or unused, as well as old editions or unnecessarily duplications, are removed. It is the responsibility of professional staff to assess the need for replacing materials that are damaged, destroyed or lost. Materials are not automatically replaced. Decisions are made on need, demand, budget and selection criteria.

Gifts

The Library accepts gifts of new or gently-used materials. Gifts must meet the same selection criteria as purchased materials. The Library retains unconditional ownership of all donations and makes the final decision on acceptance, use or disposition. Appraisal of gifts for tax purposes is the responsibility of the donor.

When the Library receives a monetary gift to purchase materials, whether as a memorial or for any other purpose, the general nature or subject area of the materials to be purchased will be based upon the wishes of the donor. Library staff, in accordance with the needs and selection policies of the Library, will make selection of specific titles.

Special collections and memorial collections will not be shelved separately. Such collections will be accepted only with the understanding that they will be integrated into the general collection.

Reconsideration of Library Materials

The Library recognizes that some materials are controversial and that any given item may

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offend some patrons. Selection of materials will not be made on the basis of anticipated approval or disapproval, but solely on the basis of the goals set forth in this policy.

Library materials will not be marked or identified to show approval or disapproval of their contents. No library materials will be sequestered, except for the purposes of protecting the materials from theft or damage.

Responsibility for reading, viewing and listening to library materials, as well as the use of the Library by children, rests with their parents or legal guardians. At no time will library staff act *in loco parentis*. Selection of library materials will not be inhibited by the possibility that they may come into the possession of children.

While a person may reject materials for himself or herself and for his or her children, he or she cannot exercise censorship to restrict access to the materials by others.

South Central Library Patrons requesting that an item be removed, relocated, relabeled and/or restricted from the collection may complete a Statement of Concern about Library Resources form.

Procedures for Request for Reconsideration

- Request for reconsideration of material in the collection must be submitted to the Library Director on a form provided by the Director. A form is required for each item of concern.
- The Library Director will respond to the request in writing within two weeks of submission.
- If the requester wishes to appeal the Director's decision, the requester should so inform the Director. The Library Board will review the request and decision at a subsequent Library Board meeting.
- The subject of a request shall not be reconsidered again within three years of the initial decision.
- Requests for reconsideration of items similar to or the same as those previously reconsidered may be rejected by the Library Director as redundant.

Previous Reconsideration Requests

Requests to reconsider materials which have previously undergone the reconsideration process, will be referred to the Library Director. Repeated or redundant requests by an individual or group to reconsider materials with differing titles but similar content will be restricted. If the Library Director concludes that a request may be redundant, he/she will notify

the complainant(s) that the item(s) in question, having already undergone a thorough review and reconsideration process, will not be reevaluated.



The E. D. Locke Public Library Board of Trustees is composed of seven appointed McFarland residents who share a love of the Library. The job of the individual Library Board member is to participate as part of the Board team to accomplish the Library's mission:

The mission of E.D. Locke Public Library is to provide high quality materials and services to fulfill the informational, recreational, educational and cultural needs of the entire community in an atmosphere that is welcoming and respectful.

The Board member represents a community perspective, and is expected to represent the Library in the community. Board members need to understand that all authority rests with the full Board and its designees, not with individual Board members.

Responsibilities:

1. Prepare a job description for, hire, and provide regular periodic evaluations of the Library Director.
2. Determine the mission of the Library and adopt written policies, consistent with that mission, to govern the operation of the Library.
3. Engage in a strategic planning process for the Library.
4. Serve on committees as assigned by the Library Board President.
5. Secure adequate funds to carry out the Library's plans and participate in the annual operating and capital budgeting processes for the Library.
6. Be knowledgeable about and comply with applicable laws, regulations, bylaws, and policies.
7. Advocate for legislation favorable to libraries on the local, state, and national levels.
8. Seek opportunities to learn more about the E. D. Locke Public Library and about the Library community in general.
9. Be an advocate to the community and constituents for the Library and for Board decisions.
10. Participate fully in the Board meeting process: Review materials that are sent to Board members prior to the monthly meeting and be prepared to participate fully in the meeting. Attend as many of the meetings as possible. Resign from the Board when no longer able to support the Library's mission or devote the necessary time to being an effective Board member.