

PROPERTY ASSESSED CLEAN ENERGY PROGRAM

FRAMEWORK FOR INITIATING A PROGRAM

TRACK 1: SUBSTANTIVE

- ☐ Form a working group (2 weeks)
 - Key personnel
 - Legal
 - Economic development
 - Tax
 - Procurement
 - Sustainability
 - Designate Leadership Committee Chair
 - Assigns tasks
 - Schedules bi-weekly update meetings
 - Sets meeting agendas
- ☐ Create a Program Report (8 weeks)
- ☐ Legal Contract Review (8 weeks)
- ☐ Sign Administrator Contract (2 weeks)

TRACK 2: POLITICAL

- ☐ Find a Sponsor (6 weeks)
 - Councilman or Commissioner
- ☐ Pass Resolution of Intent (4 weeks)
- ☐ Hold Public Hearing (4 weeks)
- ☐ Adopt PACE Program (4 weeks)
- ☐ Select Administrator (4 weeks)
 - Note: Texas PACE Authority will administer open-market programs at no cost to local government

TRACK 3: COMMUNITY OUTREACH

- ☐ Build Community of Industry Support (10 weeks)
 - Create a letter that supporters sign (model available)
- ☐ Community Outreach (10 weeks)
 - External members on committee
 - Industry Associations
 - “Lunch and Learns”
 - Note: Texas PACE Authority is available to present or provide advocacy materials

Timeline

	2 weeks	4 weeks	6 weeks	8 weeks	10 weeks	12 weeks	14 weeks	16 weeks
Form Working Group (2 weeks)								
Create Program Report (8 weeks)								
Legal Contract Review (8 weeks)								
Industry Support Letter (10 weeks)								
Community Outreach (10 weeks)								
Find a Sponsor (6 weeks)								
Pass Resolution of Intent (4 weeks)								
Public Hearing (4 weeks)								
Adopt Program (4 weeks)								
Select Administrator (4 weeks)								
Sign Administrator Contract (4 weeks)								

Substantive	
Political	
Community Outreach	



LINKS:

- ★ [Travis County PACE Website](#)
- ★ [Example PACE Contract –Travis County](#)

MODEL DOCUMENTS:

- ★ [Owner/Government Contract](#)
- ★ [Lender/Government Contract](#)
- ★ [Assessment Lien](#)

KEY ISSUES TO RESOLVE:

- ★ Who will administer program?
 - RECOMMENDATION – Texas PACE Authority will administer open-market program at no cost to local government
- ★ How will assessments be collected? (3 options)
 - Government
 - Administrator
 - Lender
- ★ How are defaults handled?
- ★ Community Outreach