



Western Interstate Energy Board

Western Interstate Energy Board Reserve Expenditure Plan (Revised 04/17/2019)

Purpose:

The purpose of the Western Interstate Energy Board (WIEB) Reserve Expenditure Plan (REP) is to reduce WIEB's financial reserves to the targeted level of reserves over a 10-year time-period¹ by funding electricity and non-electricity energy projects and to establish a process by which WIEB will select projects to receive discretionary reserve funding.

Process:

A. Executive Director's Report and Recommendation.

1. At each WIEB Annual Meeting, the WIEB Executive Director shall provide the WIEB Board with:
 - a. A status report on current projects;
 - b. A status report on project spending;
 - c. A status report on the current and targeted level of WIEB's financial reserves;
and
 - d. A recommendation on the REP annual expenditure target for the next fiscal year.

B. Project Funding.

1. At each WIEB Annual Meeting, the WIEB Board may identify a Reserve Expenditure Plan annual expenditure target, thereby authorizing the use of a portion of WIEB's excess financial reserves to fund energy project for the next fiscal year.²

¹ WIEB's Reserve Expenditure Plan was initially approved on July 27, 2017. WIEB's reserve policy targets a reserve balance equal to two times WIEB's annual core expenses.

² WIEB's fiscal year runs from July 1 to June 30.

C. Project Application.

1. WIEB Board Representatives may submit a Project Application to WIEB Staff at any time to request funding for an electricity or non-electricity energy project addressing an important energy issue across the West. The Project Application should include: 1) a complete WIEB Project Proposal and Funding Request Cover Sheet; and 2) a summary of the proposed project. For priority consideration, interested parties should submit proposed projects to the WIEB Staff by May 31st.
2. WIEB Staff shall forward all Project Applications received to the WIEB Executive Committee.

D. Project Review.

1. The WIEB Executive Committee shall review all Project Applications received by the WIEB Staff. During review, the WIEB Executive Committee shall consider the following Board-approved selection criteria:
 - a. Does the project address an important energy issue in the West?
 - b. Does the issue have multi-state/province implications?
 - c. Is the issue being examined by other organizations?
 - d. Are other organizations better situated to examine the issue?
 - e. Are there opportunities to productively partner with other organizations to examine the issue?
 - f. Will work on the issue provide practical information regarding energy projects in the west?
 - g. Is there an opportunity to leverage additional funding to support the work on the issue?
 - h. Will work on the issue “enhance the economy of the West and contribute to the individual and community well-being of the region’s people?”
2. Using professional judgement, and with consideration of the selection criteria and the WIEB Board-approved REP annual expenditure target, the WIEB Executive Committee shall develop and submit a Reserve Expenditure Plan Recommendation Package (Recommendation Package) to the WIEB Board by June 30th. The Recommendation Package shall include each of the following:
 - a. A prioritized project list, briefly summarizing all Project Applications received on or before May 31st;

- b. A recommendation of energy projects to receive project funding for the next fiscal year; and
- c. A summary of the REP annual expenditure target, proposed funding amounts for each recommended project, and any remaining project funding reserves for the fiscal year. During project implementation, the Executive Committee shall retain the flexibility to adjust project spending based on project performance and need.

For Project Applications submitted after May 31st, the WIEB Executive Committee may submit a Recommendation Package to the WIEB Board for consideration at any time.

3. The WIEB Executive Committee shall provide an overview of the Recommendation Package to the WIEB Board during a publicly noticed teleconference.

E. Project Selection and Funding Approval.

1. The WIEB Board shall review the WIEB Executive Committee's Recommendation Package and any comments received during the publicly noticed teleconference prior to selecting projects to receive funding under the WIEB Reserve Expenditure Plan.
2. Final project selection shall be achieved by vote of the full WIEB Board.³ The WIEB Board may give priority consideration to projects proposed by WIEB members in good standing.

F. Other.

1. The above procedures may be revised or suspended upon the agreement of the WIEB Board.

³ The WIEB Board may vote on final project selection during the publicly noticed teleconference or, after the teleconference, by email.