



GOVERNOR’S STATE ENERGY SECURITY PLAN (SESP) CERTIFICATION LETTER GUIDANCE AND TEMPLATES

State energy security plans (SESP) are an essential part of states and territories' energy security planning; the plans describe their energy landscape, people, processes, and energy resilience strategy. The Infrastructure Investment and Jobs Act (IIJA), also known as the Bipartisan Infrastructure Law (BIL), passed in 2021, amended Section 366 of the Energy Policy and Conservation Act (EPCA) of 1974, to require all states and territories to have a SESP that fully addresses six Congressionally defined elements. Delivery of federal financial assistance may be delayed or withheld under Part D of Title III of EPCA, if a fully compliant SESP is not received and verified by Department of Energy (DOE).

States that received notification that “[t]he U.S. Department of Energy (DOE) has reviewed your FY23 submission and determined that your state has **fully addressed the six elements required by Congress**” **should conduct an annual review, carried out by the Governor and submit a Governor’s Certification letter** to DOE by **September 30** of each year (Federal fiscal year end) until the sunset of this provision, October 31, 2025. A Governor’s Certification Letter **may not** be submitted in lieu of a plan until a state has received a letter from DOE indicating that its SESP was reviewed and “fully addressed” all required elements. The relevant portion of the statute (Section 366(e)) reads as follows:

(e) “FINANCIAL ASSISTANCE: A State is not eligible to receive Federal financial assistance under this part for any purpose for a fiscal year unless **the Governor of the State submits to the Secretary, with respect to that fiscal year—**

- “(1) a State energy security plan that meets the requirements of subsection (c); **or**
- “(2) after an **annual review, carried out by the Governor**, of a State energy security plan—
 - “(A) any **necessary revisions** to the State energy security plan; **or**
 - “(B) a **certification that no revisions** to the State energy security plan are necessary.”

The guidance below relates to submission of these Certification Letters and any necessary revisions to a SESP, if applicable. Please note that use of the template letter provided is optional and italicized text is provided only as an example.

Official State Letterhead

Guidance for the Governor's Certification Letter:

- **Format:** state letterhead that can be attached to email
- **Address to:** the Secretary of Energy and deliver by September 30 of each year until the sunset of this provision, October 31, 2025.
- **Email to:** energysecurityplans@hq.doe.gov
- **Describe the review process**
 - Date of plan review (under EPCA Section 366, the Energy Security Plan must be reviewed **annually until the provision's sunset, October 31, 2025**)
 - How was the review conducted? (For example: which state agencies conducted the review? Was the Governor briefed on the plan by the energy office?)
- **Detail review findings:**
 - If the Governor's review determines that **no revisions are necessary** to maintain compliance with the SESP required elements, the Governor should submit a certification that no revisions are necessary. States are encouraged to note any **voluntary or optional enhancements** made to the plan.
 - If the Governor's review determines that there are **"necessary revisions"** to maintain compliance with the required elements, the letter should fully describe the "necessary revisions" made to the plan, and the updated plan should be submitted along with the letter.

Official State Letterhead

Optional template and example language: no revisions necessary

September 30, 2024

Honorable Jennifer Granholm
Secretary of the U.S. Department of Energy
1000 Independence Ave. SW
Washington, D.C. 20585
Via Email: energysecurityplans@hq.doe.gov

Re: Certification of [State's] Energy Security Plan Pursuant to Section 40108 of the Bipartisan Infrastructure Law

Dear Secretary Granholm:

As Governor of [State], I understand the purpose of a State Energy Security Plan is to secure the energy infrastructure of the state against all physical and cybersecurity threats; mitigate the risk of energy supply disruptions to the State and enhance energy emergency response and recovery. In accordance with Section 366 of the Energy Policy and Conservation Act and as amended by the Infrastructure Investment and Jobs Act (IIJA) Sec. 40108, I have conducted an annual review of the [States'] Energy Security Plan to determine whether it meets all of the requirements. As of [date of annual review] I certify that no updates are necessary to remain in compliance with the requirements. Please see details below.

Date of last update: [date]

Date of recent review: [date], 2024

Description of review process: (Agency review, briefing to Governor's advisors, etc.)

Example description: The [State] Energy Office updates the SESP annually and exercises the plan every three years in coordination with key energy and emergency management officials. The state energy office conducted a comprehensive overview of the plan contents, detailing compliance with the six elements outlined in law. My staff noted the energy profile used current data, the threats, the hazards and vulnerability section aligns with our updated Hazard Mitigation Plan (HMP), the Risk Assessment of critical energy infrastructure also aligns with the state's Threat, Hazard, Identification, Risk Assessment (THIRA) and the mitigation approach reflects planned investments in energy reliability and resilience. Coordination within the state, with tribes and with neighboring states continues with monthly calls to share situational awareness and strengthen emergency preparedness and response. I provided my signature on the plan to certify my approval and determination that no updates are necessary.

Sincerely,

[signature]

[name]

Governor

Official State Letterhead

Optional template and example language: necessary revisions

September 30, 2024

Honorable Jennifer Granholm
Secretary of the U.S. Department of Energy
1000 Independence Ave. SW
Washington, D.C. 20585
Via Email: energysecurityplans@hq.doe.gov

Re: Review and submittal of [State's] Energy Security Plan Pursuant to Section 40108 of the Bipartisan Infrastructure Law, certification of necessary revisions

Dear Secretary Granholm:

As Governor of [State], I understand reliable, secure, and resilient energy infrastructure is vital to maintaining quality of life and ensuring the health and safety of the citizens of my state. In accordance with Section 366 of the Energy Policy and Conservation Act, I have conducted an annual review of the 2024 [State] Energy Security Plan as of [date of review]. *During the review, my team noted that wildfires were not included as a hazard, and suggested wildfires be added as the state is facing a higher risk of wildfires. I determined the addition of wildfires was necessary to reflect the current situation and maintain compliance and the [State] Energy Office completed the necessary revisions.*

Date of last update: [date]

Date of recent review: [date], 2024

Description of review process: (Agency review, briefing to Governor's advisors, etc.)

Example description: After a thorough review it was determined that the SESP needed to be updated to add wildfire risk. Section 3, Hazards, Threats, and Vulnerabilities as well as Section 4, Energy Risk Assessment, were updated to match the newly approved State Hazard Mitigation Plan section on wildfire hazards and associated risks to energy infrastructure.

I certify that, with the necessary revisions the plan continues to meet all the requirements of EPCA Section 366(c), as amended by the Infrastructure Investment and Jobs Act (IIJA) Sec. 40108. The plan now reflects [state's] plan to identify, assess, and manage the evolving risks to the energy sector. I have included the plan with this letter, per DOE's instructions.

Sincerely,

[signature]

[name]

Governor