

FY 2015 Energize Delaware Direct Loan Program

Application Form

| | | |
|--|-------------|--|
| Energize Delaware Direct Loan Request Amount | \$ | |
| Official Name of Organization | | |
| Mailing Address of Organization | | |
| Organization Federal Tax Identification Number | | |
| Organization DUNS# (if applicable) | | |
| Name and Title of Person Preparing Application | | |
| Name and Title of Primary Contact (if Different) | | |
| Address of Primary Contact (if Different) | | |
| Telephone Number(s) of Primary Contact | () - | |
| E-Mail Address of Primary Contact | | |
| Name and Title of Authorized Representative | | |
| Telephone Number(s) of Authorized Representative | () - | |
| E-mail Address of Authorized Representative | | |
| Name and Title of Legal Counsel (if applicable) | | |
| Telephone Number(s) of Legal Counsel (if applicable) | () - | |
| E-Mail Address of Legal Counsel (if applicable) | | |

- Check if your organization has previously applied for or received an Energize Delaware Direct Loan or other funding from the DESEU or the Delaware Energy Efficiency Investment Fund for this or any other project.

Type of organization:

- Local Government (Including boards of education, colleges, and universities)
- Non-Profit Organization (Including private schools and hospitals)
- For-Profit Organization (Including businesses, industrial concerns and agricultural producers)
- Other (please describe): _____

Please describe your organization's history and proposed project in the space provided below. If you required more space, please use a separate page titled Application Form: Attachment A. Explain why Energize Delaware Direct Loan funding is necessary for this proposed project to be successful. This information will be used to determine the feasibility of the proposed project for loan funding. If applicable, be sure to discuss how this proposed project complements your organization's current and planned clean energy initiatives.

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Building Information Worksheet (Includes Attachments B and C)

| | |
|---|--|
| Name of Farm | |
| Total Number of Buildings and Total Floor Area (sqft) | |
| Physical Address of Farm | |
| Utility Service Territory (Gas & Electric) | |

Indicate whether your organization:

- Owns Building or Complex
- Leases Building or Complex

○ Terms of Lease: _____

Please describe the general condition of the building or complex (e.g., age of structures and major mechanical systems) that would receive energy conservation improvements in the space below. If you do not have enough space, please use a separate page titled Building Information Worksheet: Attachment B.

Please provide all energy accounts that service the building or complex in the space below. If you do not have enough space, please use a separate page titled Building Information Worksheet: Attachment C.

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Energy Conservation Worksheet

Please summarize energy savings in the table below and attach all supporting documentation including calculations, assumptions, equipment brochures, etc. A licensed Professional Engineer (P.E.) must approve the estimates underlying the calculations on this Energy Conservation Worksheet. An energy audit can also be submitted in lieu of certification by a licensed Professional Engineer. Where the proposed term will be based on the Energy Saving Performance Contract Model a detailed sheet for the projected annual energy savings over the life of the proposed term is required.

| | |
|--|----|
| Previous Year Annual Electricity Use (kWh*) | |
| Previous Year Annual Electricity Cost | \$ |
| Project Annual Electricity Use Savings (kWh) | |
| Project Annual Electricity Cost Savings | \$ |

*Kilowatt-Hours

| | |
|---------------------------------------|----|
| Previous Year Actual Annual Fuel Use* | |
| Previous Year Actual Annual Fuel Cost | \$ |
| Project Annual Fuel Use Savings* | |
| Project Annual Fuel Savings | \$ |

*Specify the type of fuel used and indicate units of measurement (e.g., therms, gallons of fuel oil, British Thermal Units (BTUs))

| | |
|---------------------------------|----|
| Total Projected Energy Savings* | \$ |
| Life Time Energy Savings** | |

* $Project\ Annual\ Electricity\ Savings\ (\$) + Project\ Annual\ Gas\ Savings\ (\$) = Total\ Project\ Energy\ Savings$

** *Project savings over the lifetime of the Energy Conservation Measure with the longest lifecycle.*

| | |
|------------------------|--|
| Name and Title of P.E. | |
| Signature of P.E. | |

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Project Budget Worksheet

| | |
|--|----|
| Energize Delaware Direct Loan Request Amount | \$ |
|--|----|

- Check if this request is estimated to be the minimum amount needed for the completion of your proposed project. Projects can sometimes be partially funded when full funding is unavailable.

Please provide an itemized quote showing project expenses that would be funded by this loan request on a separate page titled Project Budget Worksheet: Attachment D.

The Energize Delaware Direct Loan Program encourages borrowers to contribute towards the project. Please list the contribution(s) that your organization would make to the proposed project in the spaces below.

| | |
|----------------------------------|-----------|
| Cash (Including Application Fee) | \$ |
| In-Kind | \$ |
| Equipment | \$ |
| Total | \$ |

Please list any other financial assistance (e.g., utility rebates, federal tax incentives) that you plan to pursue for this project in the space below.

| | |
|--------------|-----------|
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| Total | \$ |

| | |
|---------------------------------------|----|
| Energize Delaware Direct Loan Request | \$ |
| Total Organization Contributions | \$ |
| Total Other Contributions | \$ |
| Total Proposed Project Cost | \$ |

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Project Budget Worksheet (Continued)

| | |
|----------------------------------|----|
| Total Proposed Project Cost | \$ |
| Total Projected Energy Savings | \$ |
| Projected Simple Payback Period* | |

** Total Proposed Project Cost ÷ Total Projected Energy Savings = Simple Payback Period*

Energize Delaware Direct Loans to non-profit organizations and businesses must be secured by some form of collateral acceptable to DESEU. Please designate the collateral being proposed to secure Energize Delaware Direct Loan Program financing.

- Equipment being installed shall be collateralized
- Other (Please list below)

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Project Timeline Template

| | |
|-----------------------------|--|
| Proposed Project Start Date | |
| Estimated Project End Date | |

Please list key milestones critical to your proposed project in the table below:

| Project Milestone | Funding Need | Source of Funding | Estimated End Date |
|-------------------|--------------|-------------------|--------------------|
| 1. | \$ | | |
| 2. | \$ | | |
| 3. | \$ | | |
| 4. | \$ | | |
| 5. | \$ | | |

Note: Your organization may use a project management tool to prepare another project schedule on a separate page titled Project Timeline Template: Attachment E.

Please provide a brief analysis of any risks that could affect the readiness of your proposed project in the space below or on a separate page titled Project Timeline Template: Attachment F. **Do not consider inadequate funding as a risk for this purpose.**

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Loan Certification

I certify that the applicant possesses legal authority to carry out Energize Delaware Direct Loan Program

Further, I certify that I understand a person may not make or cause to be made any false statement or report in any document to be furnished to DESEU for use in any agreement relating to financial assistance.

I understand that the Contractors funded through this loan, with contract greater than \$50,000 must meet the requirements of the DESEU's Responsible Contractor Policy and the State of Delaware prevailing wage rates for mechanics and/or laborers. The prevailing wage rates shall be determined by the Delaware Department of Labor, Division of Industrial Affairs as prevailing in the county in which the work is to be performed. DESEU's Responsible Contractor Policy can be found at [https://imageserv.team-logic.com/mediaLibrary/191/FINAL Responsible Contractor Policy 7-19-12 1.pdf](https://imageserv.team-logic.com/mediaLibrary/191/FINAL_Responsible_Contractor_Policy_7-19-12_1.pdf).

And, a person applying for or benefiting from financial assistance under the Energize Delaware Direct Loan Program may not knowingly make or cause to be made any false statement or report for the purpose of influencing the action of DESEU on an application or for the purpose of influencing the action of DESEU affecting financial assistance already provided.

I also understand that any person who violates these rules shall be subject to the following penalties: 1) immediate cancellation of the loan and acceleration of the terms of financial assistance provided by the Energize Delaware Direct Loan Program; and 2) subject to charges not to exceed \$500.

I hereby certify that I have read and understand the above regulations.

I authorize DESEU to contact the utilities designated by me in this Energize Delaware Direct Loan Program application to obtain whatever energy use data necessary to approve and monitor any loan awarded based on this application.

In witness whereof, the applicant has caused this document to be duly executed on this ____ day of _____, 20____.

Signature of Applicant or Authorized Representative

Printed Name of Applicant or Authorized Representative

Title of Applicant or Authorized Representative

Please return loan application and all supporting documentation to:
EnSave, Inc, 65 Millet Street, Suite 105, Richmond, VT 05477