

2019 Business Energy Efficiency Grant Program Application

Please review, complete, sign and submit for consideration ALL pages of this application. The Minnesota Chamber of Commerce reserves the right to revoke the grant award if the customer or contractor violates program rules and procedures. The Minnesota Chamber of Commerce is not liable for grants promised to customers as a result of a contractor misrepresenting this grant program.

Summary

The Business Energy Efficiency Grant Program (BEEGP) is a grant program of the Minnesota Chamber of Commerce. The purpose of the BEEGP grant program is to motivate business owners to complete projects that would otherwise not have been completed without the aid of the BEEGP. Applications for which a verbal or written commitment has been made to complete the project will not be considered for this grant program. All grant applications will be reviewed on a case by case basis and will be contingent on available funds, Energy Smart evaluation of the specific project and BEEGP administrator final approval.

Eligible Businesses and Projects

Eligible projects include:

- Energy projects which qualify for an Xcel Energy, CenterPoint Energy, or Connexus Energy prescriptive or pre-approved custom rebate

Applicants must meet one or more of the following criteria:

- Is a member of the Minnesota Chamber of Commerce
- Is an Xcel Energy, CenterPoint Energy or Connexus Energy customer

Grant Details

Up to \$2,500 may be awarded (\$3,500 for MCC members) for pre-approved energy efficiency projects. The funds can be used for multiple projects at one approved utility service address until maximum grant dollars have been reached (\$2,500 or \$3,500). A separate grant application must be completed for each project. Funding may be accessed at any time during the grant year, but projects must be completed and rebated in the same calendar year as the approved grant application.

Grant funding is awarded *after* the project is completed, confirmed by Energy Smart, and the applicant verifies that the utility rebate has been received. All grant checks will be made out and sent to the applicant unless other arrangements are made with the BEEGP administrator.

- **For Electric Project Applicants:** The BEEGP grant may finance 20% of project after the energy rebate has been applied.
- **For Natural Gas Project Applicants:** The BEEGP grant may finance 20% of project after the energy rebate has been applied.

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For energy projects:

- A completed and signed utility data release form must be provided to Energy Smart staff prior to application submission.
- Energy upgrade projects must be completed and have final paid invoice submitted to Energy Smart staff AND utility representative within 120 days after the grant application is approved.
- The final grant amount will be based on the final invoice from the contractor.

Application Procedure



Important Dates/ Deadlines

- CEE Projects:
 - Leads For Grant Projects: December 15, 2018 – October 1, 2019
 - All Grant Lead Visits Completed: October 15, 2019
 - Final Day for Application Approval: October 25, 2019
 - Final Paid Invoice Submitted: November 15, 2019
- All other projects:
 - Grant Applications Reviewed – January 1, 2019 – October 11, 2019
 - Xcel Energy Prescriptive Projects – Final paid invoice submitted by December 2nd, 2019
 - CenterPoint Energy Projects – Final paid invoice and signed rebate application submitted by December 31st

Stakeholder Responsibilities

Applicant is responsible for:

- Ensuring the grant rules and procedures are followed
- Ensuring that an Energy Smart on-site consultation is completed
- Securing two to three bids from contractors qualified to complete the project work before submitting a grant application
- Completing and signing the BEEGP application
- Demonstrating ability to finance the remaining project balance after project completion
- Agreeing to a full inspection of financed project after project completion
- Completing a W9 and providing it to the BEEGP
- Providing the utility verified energy savings estimate , signed utility release form and rebate amount to Energy Smart staff

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Contractor (if applicable) is responsible for:

- Ensuring the grant rules and procedures are followed
- Providing a copy of the project quote with labor and material costs itemized. Contractor intention to receive the utility rebate must be listed on quote if applicable.
- Providing final invoices with labor, material, subtracted rebate (if applicable) and rebate paperwork to applicant and Energy Smart or Waste Wise staff
- Carrying liability insurance certificate specific to the project
- Signing a Warranty and Contract Agreement, Lien Waiver(s) and Sworn Construction Statement

Energy Smart Staff are responsible for:

- Reviewing grant application with applicant to ensure the responsible party understands grant rules and procedures before signing the application
- Performing final inspection of the completed project
- Ensuring the utility rebate forms are completed properly before they are sent to the energy utility
- Verifying that energy utility rebate has been received by applicant or contractor

Please note that if the grant application is approved, the deadlines noted in this document must be met or the grant award may be revoked.

TERMS ABOVE ARE ACCEPTED AND AGREED TO:

[company name]

Minnesota Chamber of Commerce

[street address]

400 North Robert St., Suite 1500

[city, state, zip]

St. Paul, MN 55101

Name: _____

Name: _____

Title: _____

Title: _____

Signature: _____

Signature: _____

Date: _____

Date: _____

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Contractor Certification

I certify the following on behalf of myself and my employer:

- I have followed the rules and procedures of the BEEGP.
- I have not misrepresented the BEEGP.
- I confirm that project documents needed for the energy utility rebate application will be provided to the business within one week after the project installation is complete.

Company Name: _____

Print Name: _____

Signature: _____

Date: _____

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Date of Application: _____

Customer Information

Business Name: _____

Contact Person: _____

Business Address: _____

City: _____ County: _____ State: _____ Zip: _____

Mailing Address (if different): _____

Email: _____ Phone: _____

No. of Full-time Equivalent Employees: _____

Electric Energy Utility: _____ Natural Gas Energy Utility: _____

Minnesota Chamber of Commerce Member _____ yes _____ no _____ Interested in joining

Type of Facility

- | | | | |
|--|--|---|--|
| <input type="checkbox"/> Office | <input type="checkbox"/> Retail | <input type="checkbox"/> Lodging | <input type="checkbox"/> Health/Medical |
| <input type="checkbox"/> Restaurant | <input type="checkbox"/> Grocery | <input type="checkbox"/> Warehouse | <input type="checkbox"/> Multi-family/commercial |
| <input type="checkbox"/> Industrial/Mfg. | <input type="checkbox"/> Convenience Store | <input type="checkbox"/> Other Commercial | <input type="checkbox"/> Other Industrial |

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Proposed Project

Provide a description of the project, including equipment to be replaced, new equipment to be installed, and labor quote if applicable. If the proposed project is an energy project, it must qualify for an energy utility rebate.

Project Description: _____

CEE Auditor: _____ Program ID _____

Estimated Project Cost: _____ Estimated Energy Cost Savings: _____

Estimated kWh or Dth Savings: _____ Estimated Energy Utility Rebate: _____

Eligible Activity

Energy Projects

- | | | |
|--|---|---|
| <input type="checkbox"/> Lighting Efficiency | <input type="checkbox"/> Cooling Efficiency | <input type="checkbox"/> Food Service Efficiency |
| <input type="checkbox"/> Computer Efficiency | <input type="checkbox"/> Heating Efficiency | <input type="checkbox"/> Motor and Drive Efficiency |
| <input type="checkbox"/> Fluid System Optimization | <input type="checkbox"/> Other _____ | <input type="checkbox"/> Other _____ |

BEEGP Program Information

Submit **ALL** pages of application to:
Robert Friend
BEEGP Administrator
rfriend@mnchamber.com
651-292-3915

Completed by BEEGP
_____ date application approved
_____ est. grant amount
_____ W9 rec'd
_____ utility rebate verified