



CITY OF COLUMBIA, MISSOURI

City Green: The District



ENERGY CONSERVATION MEASURES FUNDING

The City of Columbia has received a grant from the US Environmental Protection Office (EPA), Climate Showcase Communities. Through the City's Grant titled, "City Green: The District" the City will work cooperatively with downtown businesses and building owners to reduce energy usage and the associated greenhouse gas emissions.

Specifically, the grant will reimburse building and business owners for up to 50% of the cost for both the energy audit and the implementation of approved energy conservation measures. Reimbursements for energy audits will be limited to \$2,000. Reimbursements for the implementation of approved energy conservation measures will be capped at \$12,500.

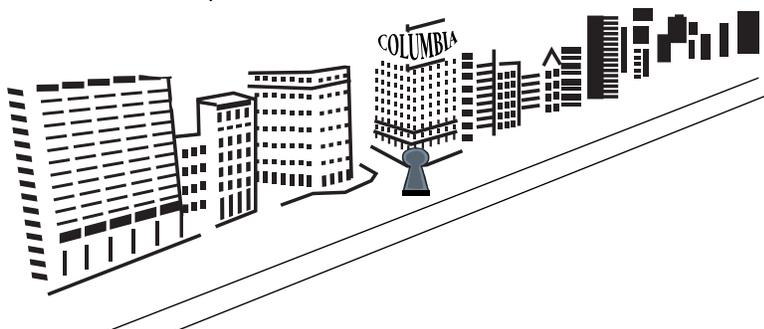
Columbia Water & Light (CW&L) is serving as the City Green: The District grant administrator. All applications for funding and for final payment shall be submitted to CW&L.

To receive funding/payment for the cost of implementation of an energy conservation measure, applicants must submit an "Application to Set Aside Funds for Implementation of Energy Conservation Measures." CW&L will assign a chronological number and the associated budget/costs for each specific application for funding in the order in which they are received. The receipt of applications will be stopped once the funding capabilities of the City Green: The District grant are reached. Installation and verification must be completed within six months of offer acceptance. For a project that may take longer to complete, a written request for an extension should be submitted that provides detailed information on the project schedule.

Upon completion of the work, the applicant shall submit a "Request for Payment for Installed Energy Conservation Measures Application." Copies of all paid invoices, updated energy conservation estimates, payback analysis and green house gas reduction estimates should be attached. Also, please note on the application if procurements of products and/or services are made from a "Minority Business Enterprise" (MBE) or "Women Business Enterprise" (WBE). Additional documentation will be requested from these contractors for reporting purposes only.

At this time, the applicant should schedule an appointment with CW&L staff to complete a final inspection of all work completed. Upon approval, the city will process the payment to the applicant. **Note: processing time is currently unknown due to transferring monies from the EPA Climate Showcase Communities grant. Please inquire with CW&L staff at time of submitting final application.*

- **DISCLAIMER:** Owner acknowledges that, due to the variability of energy use, it is not always possible to accurately predict energy savings. By providing information in good faith concerning the benefits of energy saving strategies and by entering into this agreement, the "Grantor" nor the City of Columbia warrant energy savings or the performance of measures. Owner recognizes that when a third party prepares an engineering report they do not guarantee the content or results of the report.
- **HOLD HARMLESS:** Owner hereby agrees, on behalf of themselves and/or their company, corporate officers, employees, agents, assigns, to hold harmless, indemnify and defend, the City of Columbia, and their officials, employees, agents and assigns, from and against any and all actions, causes of action, claims, damages and costs arising out of, or in any way connected with, the provision of design and financial assistance for the facility described above.
- **CODES AND PERMITS:** Owner agrees to secure all necessary City of Columbia permits and comply with all applicable federal, state and local codes in the design and installation of all measures. If building components or building systems applicable to this project do not meet appropriate codes, Owner is responsible for the necessary work required to meet code. Owner agrees to comply with all federal, state and local environmental requirements, including PCB ballast disposal, mercury containing lamp disposal and historic preservation. Owner agrees to maintain compliance information.





CITY OF COLUMBIA, MISSOURI

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Climate Showcase Communities
Local Climate and Energy Program

CHECKLIST FOR ENERGY CONSERVATION MEASURE IMPLEMENTATION

- Complete the “Application to Set Aside Funds for Implementation of Energy Conservation Measures.”
 - Attach a copy of the energy conservation audit that provides all energy conservation measures being implemented. Estimates of energy saved, payback analysis and green house gas reduction, along with calculations and assumptions must be included.
 - Attach a copy of the cost estimate from the supplier and/or contractor.
 - Submit application and schedule a pre-inspection visit by Columbia Water & Light.

- Begin work after approval of “Application to Set Aside Funds for Implementation of Energy Conservation Measures.”

- Upon completion of all work, submit “Request for Payment for Installed Energy Conservation Measures Application.”
With this application include the following:
 - Copy of all paid supplier and/or contractor invoices
 - Copy of a revised energy audit showing any changes in estimated energy savings, paybacks and green house gas reductions.
 - Copy of all building permits (if applicable)
 - Schedule an appointment with CW&L staff to complete a final inspection

All applications shall be submitted to:

**Columbia Water & Light
City Green: The District
701 East Broadway, 4th Floor
P.O. Box 6015
Columbia, MO 65205-6015**

Fax: (573) 443-6875

EMAIL—

**jlhinds@GoColumbiaMo.com OR
fjcunnin@GoColumbiaMo.com**



CITY OF COLUMBIA, MISSOURI

City Green: The District



Climate Showcase Communities
Local Climate and Energy Program

APPLICATION TO SET ASIDE FUNDS FOR IMPLEMENTATION OF ENERGY CONSERVATION MEASURES

CUSTOMER INFORMATION	DATE:
Customer Name _____	Electric Account Number _____
Address _____	City _____ State _____ Zip _____
Contact _____	Telephone # (Day) _____
Alternative Phone # _____	E-mail Address _____
Tax ID # _____	
Mailing Address (if different from above) _____	

CONTRACTOR INFORMATION
Name & Address _____
City _____ State _____ Zip _____
Telephone # (Day) _____
Alternative Phone # _____ E-mail Address _____
Is the contractor certified by the State of Missouri as a MBE, WBE or DBE. Yes <input type="checkbox"/> No <input type="checkbox"/>

ADDITIONAL DOCUMENTATION
Is a copy of the Energy Audit attached? Yes <input type="checkbox"/> No <input type="checkbox"/>
Is a summary page of the Energy Conservation Measures attached? Yes <input type="checkbox"/> No <input type="checkbox"/>
INFORMATION FROM ENERGY AUDIT:
Estimated energy savings Electric: _____ KWH, _____ KW and Natural Gas: _____ Therms
Estimated cost of the implementation of the Energy Conservation Measures \$ _____.
Is a copy of the supplier and/or contractor cost estimates attached? Yes <input type="checkbox"/> No <input type="checkbox"/>
Simple payback period of combined Energy Conservation Measures _____ years

I understand that the application for rebate under this program is subject to the rules and procedures of Columbia Water & Light. I certify that the above declaration is true and correct.

Applicant name (please print) _____ Position/company _____

Applicant signature _____ Date _____

COLUMBIA WATER & LIGHT USE ONLY

Approved by _____ Date _____ Reservation # _____

Approval letter sent date _____

★ *Keep a copy for your records*

PLEASE RETURN COMPLETED FORM TO: City Green: The District
Columbia Water & Light, P.O. Box 6015, Columbia, MO 65205-6015



CITY OF COLUMBIA, MISSOURI

City Green: The District



Climate Showcase Communities
Local Climate and Energy Program

REQUEST FOR PAYMENT FOR INSTALLED ENERGY CONSERVATION MEASURES APPLICATION

Reservation # _____

Date submitted _____

CUSTOMER INFORMATION	DATE:
Customer Name _____	Electric Account Number _____
Address _____	City _____ State _____ Zip _____
Contact _____	Telephone # (Day) _____
Alternative Phone # _____	E-mail Address _____
Tax ID # _____	
Mailing Address (if different from above) _____	

CONTRACTOR INFORMATION	
Name & Address _____	
City _____	State _____ Zip _____
Telephone # (Day) _____	
Alternative Phone # _____	E-mail Address _____
Is the contractor certified by the State of Missouri as a MBE, WBE or DBE.	Yes <input type="checkbox"/> No <input type="checkbox"/>

ADDITIONAL DOCUMENTATION	
Actual cost of implementation of Energy Conservation Measures \$ _____	
Are copies of the supplier and/or contractor invoices attached? Yes <input type="checkbox"/> No <input type="checkbox"/>	City Permit # _____
If there are any changes in the scope of work or the cost of the final energy retrofit project please include all updated cost and savings estimates. _____ OR no changes <input type="checkbox"/>	Is a copy of the revised Energy Audit attached? Yes <input type="checkbox"/> No <input type="checkbox"/>
Is a revised summary page of the Energy Conservation Measures attached? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Final simple payback period of combined Energy Conservation Measures _____ years	
Estimated energy savings Electric: _____ KWH, _____ KW and Natural Gas: _____ Therms	

I understand that the application for rebate under this program is subject to the rules and procedures of Columbia Water & Light. I certify that the above declaration is true and correct.

Applicant name (please print) _____ Position/company _____

Applicant signature _____ Date _____

COLUMBIA WATER & LIGHT USE ONLY

Final inspection date _____ Approved by _____ Date _____ Check sent date _____