

## 2020 Energy Efficiency Application

*Please review, fill out, and submit all pages of this application for consideration. The City of Minneapolis reserves the right to revoke the grant money if the customer or contractor violates program rules and procedures. The City of Minneapolis is not liable for grants promised to customers because of a contractor misrepresenting this grant program.*

### Overview:

The City of Minneapolis wants to help your Minneapolis business or multifamily (four units or more) residential buildings pay for energy efficiency upgrades. While we try to fund all projects, funds are limited. Use this application to demonstrate the competitiveness of your project.

For all qualifying buildings the City will offer an incentive of;

- **25% match up to \$25,000** for all qualified buildings.
- **30% match up to \$30,000** for all qualified buildings in a Great Street (Intervene of Support), [Green Zones of Minneapolis](#), or other low-income program approved by the Health Department
- **25% match up to \$50,000** for all qualified buildings in the [Energy Benchmarking Program](#)

After each deadline, applications are reviewed and ranked by a third-party panel of experts in the energy field. Highest priority will be given to projects with properties in a Minneapolis designated [Green Zones](#) and/or participating in the [Energy Benchmarking Program](#).

### Eligibility Requirements:

1. Properties applying for a grant must;
  - Be an existing commercial, industrial, or multifamily (4+ units) property located within the City of Minneapolis.
  - Be a new project that has not already started construction
2. Eligible Projects Must;
  - Include a non-lighting component if request is greater than \$5,000. Non-Lighting components may include motion sensors, or other programmable aspects of lighting.
  - Qualify for an Xcel Energy or CenterPoint rebate. Submit proof of rebate application or pre-approval notice with the application.
  - Have a payback period greater than 1 year
3. Applicant must provide 75% matching funds (70% for project in a Minneapolis Green Zone)
4. Any open or past due housing orders need to be abated prior to final payment.

**Deadlines: December 1<sup>st</sup> (2019), February 1, April 1, and June 1 (2020)**

*(Deadlines are funding dependent and open until funding is exhausted)*

## Energy Efficiency Cost Share Program Rules:

### How to Apply:

- Fill out Green Cost Share Application.
- Attach your utility rebate application or pre-approval notice that shows estimated energy savings.
- Email Cost Share Application attachments to [GreenCostShare@minneapolismn.gov](mailto:GreenCostShare@minneapolismn.gov).

### When Awarded a Cost Share:

- Sign up as a [supplier](#) with the City of Minneapolis.
- Take before pictures of the improvements and send them to [GreenCostShare@minneapolismn.gov](mailto:GreenCostShare@minneapolismn.gov)
- Sign a Cost Share contract at most 3 Months after receiving a program acceptance email. City will consider applicants that do not meet this requirement to have forfeited their Green Cost Share award, and the money will be reallocated to a different project.

### After Projects are Completed:

- All improvements must be completed by November 20<sup>th</sup>, 2020.
- Email the Items listed below to the city contract manager by December 21<sup>st</sup>, 2020. If more than one contractor is used, there must be complete sets of these documents for each contractor.
  - Before and after photographs highlighting the improvement
  - Proof of final inspection by the City of Minneapolis for any work requiring a City permit.
  - Final paid invoice from the contractor or vendor showing the total project cost
  - Rebate verification (i.e. copy of the rebate check received from utilities)

- Email just the city invoice template to [submitinvoices@minneapolismn.gov](mailto:submitinvoices@minneapolismn.gov)

### Other Rules & Procedures:

- Funds are allocated based on what's approved in the Green Cost Share application. In the event the final invoice is higher than the bid, additional Cost Share funds must be approved by the program administrator.
- Applicant is responsible for arranging all the upfront project financing.
- Cost share funds can only be used to compensate for the materials and labor specified on the Cost Share bid.
- All work must meet City of Minneapolis, state, regional, and national zoning, building, and fire codes.
- The applicant is responsible for ensuring that product purchases, equipment purchase and installation, or other work proposed have been completed satisfactorily before paying the contractor(s).

For reasonable accommodations or alternative formats, please contact the Minneapolis Health Department at (612) 673-2301 or [health@minneapolismn.gov](mailto:health@minneapolismn.gov). People who are deaf or hard of hearing can use a relay service to call 311 at (612) 673-3000. TTY users call (612) 673-2626.

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Minneapolis Health Department  
 250 South 4<sup>th</sup> Street, Room 510  
 Minneapolis, MN 55415  
 TEL 612.673.2301  
[www.minneapolismn.gov/health](http://www.minneapolismn.gov/health)

**Energy Efficiency Cost Share Application**  
*Complete all sections on this application. \* = Required*

**Applicant Information\*:**

Applicant Name: \_\_\_\_\_  
 Applicant Business: \_\_\_\_\_  
 Business Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Contractor Information:**

Developer: \_\_\_\_\_ Contact Name: \_\_\_\_\_  
 Contact email: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

**Project Summary\*:** What energy efficiency projects are you undertaking? (5 Points)

**Project Address\*:**

**Energy Savings\*:**

Est. Electricity Savings (kWh/year) \_\_\_\_\_ Est. Natural Gas Savings (Therms/year) \_\_\_\_\_

**Funding Information\*:**

Green Zone or Great Street:  Check if Applicable  
 Requested Green Cost Share Funds: \$ \_\_\_\_\_ Not to exceed (\$25,000; \$30,000 for Green Zone; \$50,000 for Energy Benchmarking projects)  
 Est. Utility rebate: \$ \_\_\_\_\_ Total amount from Xcel or CenterPoint rebates (Attach Verification Documentation)  
 Est. Owner Match: \$ \_\_\_\_\_ At least 75% of project costs, 70% in a Green Zone  
 Est. Total Project Cost: \$ \_\_\_\_\_ (Attach project estimates)

**Application Questions\*:**

The answers to these questions will be used to prioritize funding distribution, and to describe the project in subsequent promotional material.

1. Is your property in a Green Zone, Great Street (Intervene or Support), Energy Benchmarking, or other approved low-income support program? (Check all that Apply):

- Project is within a Minneapolis Green Zone or Great Street:  (25 Points)
- Project is a part of Minneapolis' Energy Benchmarking Program:  (25 Points)

2. What other Incentives are you planning to receive? (Check all that Apply): (5 points)

- [Xcel Energy](#) or [CenterPoint Rebate Program](#):
- [MN Chamber of Commerce Business Energy Efficiency Program](#):
- [Property Assessed Clean Energy \(PACE\)](#):
- Other Grants: \_\_\_\_\_

3. What is the combined expected payback for the projects in this application? \_\_\_\_\_ years (5 Points)

4. Do you have a Minneapolis based workforce component of this project? Or is the developer willing to host a STEM Pathways intern for this or a future project? (5 points): Yes  No

5. What, if any, benefits do this project provide to low-income (underserved, or energy burdened) ratepayers? Please describe how you will demonstrate that. (15 points) *\*For multifamily applicants only*

6. A goal of the Green Cost Share is to encourage energy efficiency citywide. How will you share the success of your project? (Signage, presentations to company, industry, or school groups, etc.) (10 Points)

7. What motivated you to start this project? (i.e. Comfort, Aesthetic Feel, Productivity, Electricity Use). (5 points)

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