

ENERGIZE MISSOURI WATER

MISSOURI DEPARTMENT OF NATURAL RESOURCES

WATER AND WASTEWATER
ENERGY LOANS



PROGRAM APPLICATION

American Recovery and Reinvestment Act of 2009

State Energy Program

Mail Form to:

Missouri Department of Natural Resources

1101 Riverside Drive

P.O. Box 176

Jefferson City, MO 65102-0176



MISSOURI
DEPARTMENT OF
NATURAL RESOURCES

**Energize Missouri Water Loans – WWW Energy Loan Program Application Forms
Form A
Application**

Applicant Information

Applicant Full Name	DUNS Number Required	NAICS Code (if applicable)
Mailing Address	City	Zip Code + 4
Primary Contact Name	Title	E-mail Address
Telephone Number	Fax Number	

Facility Ownership

Do you, the applicant:

<input type="checkbox"/> Own the facility.	____ Number of years owned.
<input type="checkbox"/> Other (must explain).	

Financial Background

Applicants are required to provide sufficient financial background information so that an accurate financial status of the applicant can be determined.

Applicant has included the following:

- 3 years of federal income tax returns (private entities).
- 3 most recent audit reports (public/municipal entities).
- Current balance sheet (no more than 6 months old).
- Current cash flow statement.

Taxpayer ID:

FEIN (Tax ID#). _____

Applicant Signature

I/We understand that the application for a loan authorizes the Missouri Department of Natural Resources (Department) to obtain credit information. No further notice of subsequent access to this information shall be provided during the term of the loan.

_____ Name	_____ Signature	_____ Date
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Project Site Information

Project Title	Primary Activity	
Project Site Address	City	Zip Code + 4
Size of facility (sq.ft)		
Electric utility	Gas utility	

Energize Missouri Water Loans – WWW Energy Loan Program Application Forms
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Application

Applicant Background

Please answer the following questions below for you **or for the organization for which you are applying** for a WWW Energy Loan:

#	QUESTION	YES	NO	JUSTIFICATION / DETAILS
1	Is the project for which you are seeking loan funding located within the State of Missouri?	<input type="checkbox"/>	<input type="checkbox"/>	If no, projects located outside the state of Missouri are not eligible for funding.
2	Have you previously received a loan from the Missouri Department of Natural Resources?	<input type="checkbox"/>	<input type="checkbox"/>	If yes, please explain.
3	Have you ever filed for bankruptcy?	<input type="checkbox"/>	<input type="checkbox"/>	If yes, please explain.
4	Do you hold any permits from the Missouri Department of Natural Resources? If yes, please list all permits held for the past five years. (use a separate sheet if needed)	<input type="checkbox"/>	<input type="checkbox"/>	List all permits current to the past five years. Attach a separate sheet as needed.
5	If you answered yes to question #6, have you ever been fined or found in violation of any permits held with the Department?	<input type="checkbox"/>	<input type="checkbox"/>	If yes, please explain.
6	Are 50 gallons or more of any regulated chemicals used on your property, if so, please list?	<input type="checkbox"/>	<input type="checkbox"/>	List all regulated chemicals. Attach a separate sheet as needed.
7	Will you be allocating loan funds to other entities?	<input type="checkbox"/>	<input type="checkbox"/>	If yes, please explain.
8	What is the total value of your property?	\$		
9	What is your total current debt?	\$		

Energize Missouri Water Loans – WWW Energy Loan Program Application Forms
Form A
Application

#	QUESTION	YES	NO	JUSTIFICATION / DETAILS
10	Other? [i.e. What other loans do you hold? Value?]			
11	Is any of your property in the Flood Plain?			
12	Have you ever received FEMA dollars?			

Applicant Signature

I hereby certify that I am authorized to submit this application and that the information presented in this application is true and accurate. In addition, I agree to abide by all the terms and conditions described in the Missouri Department of Natural Resources “*Energize Missouri Water Loans – WWW Energy Loan Program Guidelines*”, application forms, and all supporting documents.

 Name

 Signature

 Date

Project Information

Provide information regarding how the loan will be spent.

Proposed Project Start Date: _____

Proposed Project Completion Date: _____

Brief Project Description:

Metrics Activity

Complete this section after working through Application Forms C through F.

Energize Missouri Water Loans – WWW Energy Loan Program Forms

Form B

Project Information

Jobs Created or Retained: _____ FTE
 Annual Energy Savings: _____ kWh
 GHG Emissions Reduced: _____ CO_{2e}
 Cost-Effectiveness: _____ MMBTU/ \$1,000
 Project Simple Payback _____ Years

Financial Information

	Amount (\$)
Loan Funds Requested	

Reserved for Missouri Department of Natural Resources Use		
Date Received	Time Received	Proposal Number Assigned

Energize Missouri Water Loans – WWW Energy Loan Program Forms
Form B
Project Information

Project Narrative and Benefits

Provide a description of how the proposed loan will be used. Discuss the proposed project for which funding is requested, including goals and objectives, the overall impact and benefits of the project and a statement of work (required tasks and activities). Applicants should describe the existing system and the proposed energy efficiency measures. The narrative may be used to explain budget details.

Energize Missouri Water Loans - WWW Energy Loan Program Forms
Form C
Energy Usage Information

Energy Usage

Provide information regarding the total annual energy usage of the facility.

	Electricity	Natural Gas	Gasoline	Oil	Kerosene	Propane	Wood	Coal	Other
Total paid for the Last 12 months	\$	\$	\$	\$	\$	\$	\$	\$	\$
Total usage for the Last 12 months	kWh	Therms	Gal	Gal	Gal	Gal	Cords	Tons	

Technical Assistance

On an as needed basis, the department will provide technical assistance to applicants which require guidance completing application forms, specifically calculating annual energy savings.

Energize Missouri Water Loans - WWW Energy Loan Program Forms
Form D
Efficiency Measures

Efficiency Measures

For every energy efficiency measure to be implemented, Applicants must complete all tables included in this form. Applicants may print out additional copies of the tables as needed.

- **Energy Efficiency Measure:** identify the new equipment to be purchased and installed that will replace, upgrade or retrofit the existing equipment. Identify the existing equipment to be replaced, upgraded or retrofitted.
- **Equipment Cost:** identify the cost of purchasing the new equipment required to implement the energy efficiency measure.
- **Installation Cost:** identify the labor cost related to installing the energy efficiency measure.
- **Annual Energy Savings:** identify the expected annual energy savings (in kWh) to be achieved by replacing existing equipment with the proposed equipment.
- **Average Utility Rate:** identify the average annual utility rate that was paid to the utility company during the previous year for facility operations.
- **Total Cost:** includes equipment and installation costs.
- **Simple Payback:** represents the amount of time it will take to recover the project's investment through reduced or avoided energy costs. It is calculated by dividing equipment and installation costs (\$), by annual energy savings x average annual utility rate.

		(A)	(B)	(C)	(D)	(E)	(A *B) + (C) = (F)	$\frac{(F)}{(D) * (E)}$
	Energy Efficiency Measure/ Equipment	Equipment Unit Cost (\$)	Quantity	Installation Cost (\$)	Annual Energy Savings (kWh)	Average Annual Utility Rate (\$/kWh)	Total Cost (\$)	Simple Payback (years)
1	New: Replaces:							
2	New: Replaces:							
3	New: Replaces:							

Energize Missouri Water Loans - WWW Energy Loan Program Forms
Form D
Efficiency Measures

		(A)	(B)	(C)	(D)	(E)	(A *B) + (C) = (F)	$\frac{(F)}{(D) * (E)}$
	Energy Efficiency Measure/ Equipment	Equipment Unit Cost (\$)	Quantity	Installation Cost (\$)	Annual Energy Savings (kWh)	Average Annual Utility Rate (\$/kWh)	Total Cost (\$)	Simple Payback (years)
4	New: Replaces:							
5	New: Replaces:							
6	New: Replaces:							
7	New: Replaces:							
8	New: Replaces:							
9	New: Replaces:							
10	New: Replaces:							
Totals								

Energize Missouri Water Loans - WWW Energy Loan Program Forms
Form D
Efficiency Measures

Bundled Simple Payback

Use the information from above to complete the table below.

(A)	(B) * (C)	$\frac{(A)}{(B) * (C)}$
Sum of Total Cost	Sum of Annual Energy Savings x Average Annual Utility Rate	Bundled Simple Payback

Energize Missouri Water Loans - WWW Energy Loan Program Forms
Form E
Energy Metrics

Jobs Created or Retained

Labor Activity	(A) Proposed Start Date	(B) Proposed Completion Date	(C) Working Days between Start Date and Completion Date (days)	(D) = (C) x 8 Cumulative Hours on a Full-Time Schedule (hrs)	(E) Hours Worked on Labor Activity (hrs)	(F) = (E) / (D) Jobs Created or Retained (FTE)
Installation of Equipment						
Total						

Annual Energy Savings and GHG Emissions Reduced

	(A) Annual Energy Savings (kWh)	(B) GHG Emission Factor (MT CO2e/kWh)	(C) = (A) x (B) GHG Emissions Reduced (MT CO2e)
Total		0.00083462	

Cost-Effectiveness

(A) Annual Energy Savings (kWh)	(B) Conversion Factor	(C) Loan Funds Requested (\$)	(D) = $\frac{(A) \times (B)}{(C)}$ Cost-Effectiveness (MMBtu/\$1,000)
	0.003413		

**Energize Missouri Water Loans – WWW Energy Loan Program Forms
Form F
Project Budget**

Budget Summary

Budget Item	(A) Loan Funds Requested (\$)
Equipment & Materials	
Direct Labor/ Contractual Services	
Other (please explain below)	
Total	\$

Other budget items:

Detailed Budget

Equipment/Materials: List all items of equipment to be purchased with a total valued greater than \$100. Identify the manufacturer of the equipment as well as the model and the rated capacity, if applicable. Applicants must include a copy of the manufacturer’s specifications for every proposed piece of equipment for which funds are being requested.

Equipment/Material	Make/Model and Manufacturer	Quantity	Unit Cost (\$)	Total Cost (\$)	Loan Funds Requested (\$)
Total				\$	\$

Direct Labor/ Contractual Services: List all applicable costs for design, construction, or installation. Note that for purposes of this program, only equipment design and installation costs will be considered eligible to receive funding.

Energize Missouri Water Loans – WWW Energy Loan Program Forms
Form F
Project Budget

Title/Job Classification	Number of hours	Billing Rate (\$/hr)	Total Cost (\$)	Loan Funds Requested (\$)
Total			\$	\$

Other: List all other costs associated with project implementation not included in the above categories. The Department reserves the right to not provide loan funds for other costs not included in the above categories.

Purpose	Loan Funds Requested (A)	Required Contribution (B)	Total Cost (\$) (C)
Total			\$

Energize Missouri Water Loans – WWW Energy Loan Program Forms
Form G
Project Partners

Partnership

Provide information on all of the partners that will receive loan funds under this application.

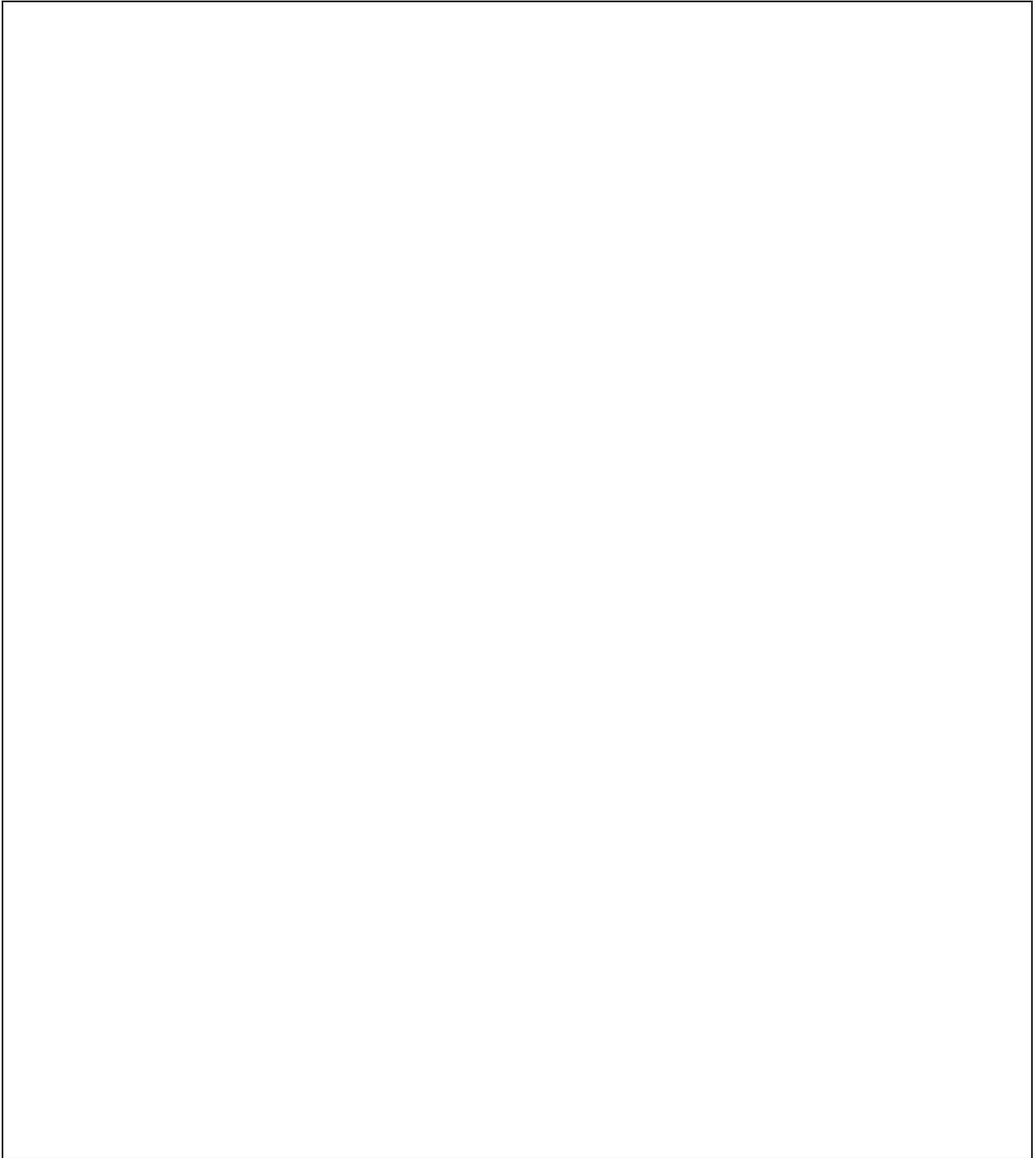
Partner	Address	FEIN or Social Security #	Proposed Role	Proposed Allocation of Loan Funds (\$)
Total				\$

Provide a description of the partnership structure:

Energize Missouri Water Loans - WWW Energy Loan Program Forms
Form H
Waste Stream

Waste Stream Description

Indicate if the proposed project will generate a waste stream. For activities that will generate a waste stream, describe the waste and your methodology for waste handling and disposal.

A large, empty rectangular box with a thin black border, intended for the user to provide a detailed description of the waste stream generated by the project, including the type of waste and the handling and disposal methodology.

Energize Missouri Water Loans - WWW Energy Loan Program Forms
Form I
National Environmental Policy Act

Applicability of NEPA to the Proposed Project

Please refer to **Exhibit D** of the Program Guidelines for the complete EF-1 form.

The proposed project is categorically excluded from NEPA because it falls within the following category and does not involve "extraordinary circumstances" within the meaning of 10 C.F.R. Section 1021.410:

Funding energy efficiency retrofits, provided that projects are limited to: Installation of insulation; installation of energy efficient lighting; HVAC upgrades; weather sealing; purchase and installation of ENERGY STAR appliances; replacement of windows and doors; high efficiency shower/faucet upgrades; and installation of solar powered appliances with improved efficiency.

Development, implementation, and installation of onsite renewable energy technology that generates electricity from renewable resources, provided that projects are limited to:

- Solar Electricity/Photovoltaic - appropriately sized system or unit on existing rooftops and parking shade structures; or a 60 KW system or smaller unit installed on the ground within the boundaries of an existing facility.
- Wind Turbine - 20 KW or smaller.
- Solar Thermal - system must be 20 KW or smaller.
- Solar Thermal Hot Water - appropriately sized for residences or small commercial buildings.
- Ground Source Heat Pump - 5.5 tons of capacity or smaller, horizontal/vertical, ground, closed-loop system.
- Combined Heat and Power System - boilers sized appropriately for the buildings in which they are located.
- Biomass Thermal - 3 MMBTUs per hour or smaller system with appropriate Best Available Control Technologies (BACT) installed and operated.

The proposed project falls within the categories listed above but may involve "extraordinary circumstances" within the meaning of 10 C.F.R Section 1021.410, for the following reason(s)

The EF-1 Environmental Questionnaire has been completed and attached. A copy of the EF-1 is provided in Exhibit D of the Program Guidelines.

The proposed project is not categorically excluded, for the following reason(s)

The EF-1 Environmental Questionnaire has been completed and attached. A copy of the EF-1 is provided in Exhibit D of the Program Guidelines.

Energize Missouri Water Loans - WWW Energy Loan Program Forms
Form J
National Historic Preservation Act

- Description of Project Site. All Applicants MUST include a photo of the façade of the existing facility as well as a map showing its exact location(s) as attachments to this form.

Does your project involve a building or structure included in the National Register of Historic Places (NRHP) or one eligible for inclusion in the NRHP?

Yes

No

If the proposed project involves a building or structure listed on or eligible for the NRHP, Applicant must complete additional information in Item 5 of the EF-1 Environmental Questionnaire (Exhibit D of the Program Guidelines).

Has Item 5 of the EF-1 been completed for projects on or eligible to be included in the NRHP?

Yes

No

All applicants must complete the below sections regardless of answers to the above two questions.

Provide information on the facility:

Site Name	Site Address	Age of Original Structure (Year Built/Constructed)

Brief Description of the Facility: