**Blue Sky Renewable Energy Project Funding**

**2019 Award Application Process - Application Form**

**\*\*Application Deadline: Friday, August 16, 2019 at 5 p.m. Pacific Daylight Time**

Thank you for your interest in applying for a Blue Sky funding award to help support the installation of your renewable energy project. Pacific Power strives to promote innovation and to work with customers and communities to increase the visibility of renewable energy generation technologies through education and community outreach.

**Background**

Through the Blue Sky Block program, Pacific Power provides opportunities to qualifying parties to receive financial support to help advance the construction of qualifying new non-residential renewable energy projects. For additional information on the Blue Sky program and/or project funding please visit our website, [pacificpower.net/blueskyfunds](http://www.pacificpower.net/blueskyfunds).

**How to Apply for Funds**

**Step 1:** Review eligibility requirements, award recipient responsibilities, evaluation and selection criteria, and application tips at [pacificpower.net/blueskyfunds](http://www.pacificpower.net/blueskyfunds)

**Step 2:** Complete and sign the application form, including the supplemental document checklist. **Applicants must complete all fields in the application form for their project to be considered for funding**. This application and supplemental material will serve as the primary means by which projects will be evaluated. Pacific Power and/or its designee may contact you for further information, so please provide current and complete contact information.

**Step 3:** Submit completed application form in **Microsoft Word** format along with supplemental documents (a single PDF is preferred) by **5 p.m. PST, August 16, 2019** via email to mailto:bluesky@pacificorp.com; please use the following format for your subject line: *Applicant name; 2019 Pacific Power Blue Sky Funding Award Application*. Multiple emails are acceptable and expected based on the size of the application and number of appendices.

**2019 Application/Award Timeline**

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| --- | --- |
| **Monday, July 6** | Pacific Power begins accepting applications |
| **Friday, Aug16** | 5 p.m. – PST – Submittal deadline |
| **February 2020***(Tentative)* | Applicants will be notified in writing of award decision; projects selected for funding will be asked to sign an agreement detailing the conditions and requirements of accepting Blue Sky funds. Funds will be disbursed upon completion of the project and once reporting requirements are met. |
| **One year from award receipt notice** | Project installation must be complete. Extensions to this timeline may be considered on a case-by-case basis for projects associated with the construction of a new building or structure. |

**Questions** about the funding award, the application and the funding process should be submitted to [bluesky@pacificorp.com](file:///C%3A%5CUsers%5Cp20962%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CTemporary%20Internet%20Files%5CContent.Outlook%5CYP8R9O9L%5Cbluesky%40pacificorp.com).

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| --- |
| **APPLICANT Information** |
| **Host organization** *Organization occupying the property where the renewable energy project will be installed.* |  |
| **Type of organization** *Government, private, nonprofit, etc.* |  |
| **Organization website** |  |
| **Primary project contact information***Will be responsible for providing ongoing reporting for the project* |  |
| **Name** |  |
| **Title** |  |
| **Organization name** |  |
| **Role in the project** |  |
| **Phone number** |  |
| **Email address** |  |
| **Contractor/Installer/Engineer contact information:** |   |
| **Name** |  |
| **Title** |  |
| **Phone number** |  |
| **Email address** |  |
| **Organization name** |  |
| **Role in the project**  |  |
| **Is the contractor MWBE certified?** | [ ]  |
| **Is the contractor an Energy Trust of Oregon Trade ally** (Oregon only) |  |
| **Renewable energy project owner** *Indicate if different from host organization. If more than one party, describe ownership structure.* |  |
| **Name of individual completing application** *Include affiliation and contact information if different from primary contact or contractor/installer/engineer.* |  |
| **Please verify that the project satisfies the *Requirements & Eligibility*** ***A full listing is available at*** [*pacificpower.net/blueskyfunds*](http://www.pacificpower.net/blueskyfunds) | [ ] I certify that this renewable energy project meets Pacific Power's Blue Sky funding award eligibility requirements |
| **Renewable Energy PROJECT INFORMATION** |
| **Physical address where project will be installed** *Include facility name, street address, city, state, zip code, and/or GPS coordinates where appropriate.* |  |
| **Technology type** *Wind, solar, geothermal, etc.* |  |
| **Project size (DC)***kW nameplate capacity rating* |  |
| **Estimated annual kWh generation**  |  |  |
| **Is this project a new installation, addition to an existing installation, or research and development**? If a new installation, please address whether the project demonstrates a new or innovative technology, and if so how. |  |
| **Location of installation on property***Where will it be located (ground, roof, carport, etc…)* |  |
| **Anticipated commissioning/on-line date** |  |
| **Current annual electricity demand of the facility where the power will be consumed***If this is a new site, please provide the estimated annual electricity demand. Please include Pacific Power meter number(s) at installation site and provide the temporary meter number for new construction.*  |  |
| **Please certify that your project will be grid-tied, i.e. interconnected to the Pacific Power system** | [ ] I certify that this project will be interconnected to the Pacific Power system |
| **Interconnection plan***Indicate whether this project be connected behind the meter (net metered) or in front of the meter (PPA/interconnection agreement)? [[1]](#footnote-1)* |  |
| **Has the project team been in contact with the Pacific Power's customer generation group?** *For more information on interconnection requirements please visit* [***pacificpower.net/netmetering***](http://www.pacificpower.net/netmetering)  |  |
| **If your project involves solar PV in Oregon, have you reserved your Energy Trust solar incentive?***Required if the project is eligible.* |  |
| **Blue Sky Participation Information** |
| **Can the proposed project meet the renewable energy certificate apportionment requirements?***When providing funds for a renewable energy project, Pacific Power's Blue Sky program expects to take title to a share of the project’s RECs (renewable energy certificates) proportional to the amount of Blue Sky funding and the total project costs, on behalf of participating Blue Sky customers. Please confirm with your other funding sources.*  |  |
| **Is the project host organization a current Blue Sky participant?** *If yes, please specify name and address of enrollment/billing. If no, the applicant will be required to enroll in the Blue Sky program upon acceptance of the award. Can the applicant commit to enrolling in the Blue Sky program at the required level? For more information on enrolling, see* ***pacificpowerpower.net/bizpartner*** |  |
| **Has your organization applied for a Blue Sky funding award in the past?** *If yes, describe the project, whether an award was granted, and the application year. Also specify if the project proposed in your prior application is the same project proposed in this application.* |  |
| **How did you hear about the Blue Sky Funding Award program?** |  |
| **PROJECT FEASIBILITY** |
| **Provide a brief description of the proposed renewable energy project***Include why the particular size, technology, and specific location were chosen.*  |
|  |
| **Describe the overall structure of the project team and the primary roles of each team member.** *List and describe each project team members' relevant experience and credentials demonstrating their ability to satisfy their role. If certain key contractors have not yet been selected, describe your contractor selection process.* |
|  |
| **Green Energy Technology Requirement.** For projects with a 1.5% GET requirement, Blue Sky funding must be used to increase the size of the project above and beyond what is required by the State. Please acknowledge if this is a requirement for your project. |
|  |
| **If your project features a new or emerging technology or equipment, please describe the efficacy and status in the market and the R&D value of the project.** *Include the most significant risks related to the technology, and how can the project mitigate those risks. If there is research and development value to the project, describe any partnerships with national labs or universities that will collect and analyze the data and/or publish reports of the results.*  |
|  |
| **Describe the current status of the project, planning and design work that has been completed to date, and the plan for bringing the project to completion.** *Identify potential challenges and risks to completing the project on time and your strategy for mitigating each of those risks:* |
|  |
| **Please identify the status of all necessary permits or other approvals required for the project:** |
| Permit/Agreement Description | Not required | Required, Application not yet Submitted | Application Submitted | Permit/approval received | Unsure if required |
| Air/land use |  |  |  |  |  |
| Electrical |  |  |  |  |  |
| Structural |  |  |  |  |  |
| Mechanical |  |  |  |  |  |
| Plumbing |  |  |  |  |  |
| Zoning |  |  |  |  |  |
| Environmental impact |  |  |  |  |  |
| Cultural/historic impact |  |  |  |  |  |
| Interconnection/ net metering |  |  |  |  |  |
| Power purchase agreement |  |  |  |  |  |
| City council/ board approvals |  |  |  |  |  |
| Other: |  |  |  |  |  |
| *Please include an explanation of permitting status if necessary* |  |
| **What operations and maintenance (O&M) activities are required over the project life? Describe the long-term O&M plan, including sources of funding to implement the plan.** *List any warranties on equipment and labor, agreements with O&M service providers, and/or insurance that will be secured. Describe any data monitoring capabilities and who will be responsible for reviewing the data and/or responding to data anomalies.* |
|  |
| **RENEWABLE ENERGY PROJECT COSTS AND FINANCING** |
| **Describe the financial structure of the renewable energy project.** *Include who will pay for and own the project, who will receive the financial benefits, and who will pay for maintenance and repairs?* |
|  |
| **Describe efforts to ensure that the proposed budget represents the maximum value for the cost of the renewable energy project.** *Explain any significant price deviations from industry norms and whether you received multiple bids from competitive contractors.* |
|  |
| **Identify potential challenges and risks to completing the renewable energy project within budget and your strategy for mitigating each of those risks.**  |
|  |
| **Describe efforts undertaken to explore alternate sources of funding.***Include whether the renewable energy project owner and/or host is contributing funds and the owner’s ability to fully monetize available tax credits.* |
|  |
| **Why are funds from the Blue Sky program needed to make the renewable energy project successful?**  |
|  |
| **Describe the organization’s current financial status.** *Include the organization's plan to fund its portion of project costs (provide relevant evidence of creditworthiness, balance sheets, or other documentation as needed).* |
|  |
| **Renewable Energy Project BUDGET** |
| **Please provide an itemized budget for eligible costs including the categories listed below.** |
| ***Eligible Renewable Energy Project Component*** | ***Cost*** | ***Line Item Description*** |
| Engineering and design costs (*not yet incurred)*  |   |   |
| Equipment costs  |  |   |
| Generator or PV modules  |  |  |
| Inverter or power electronics  |  |  |
| Other electrical components (wiring, conduit, breakers, disconnects, etc.) |  |  |
| Racking or support structure |  |  |
| Other components *(please list)* |  |  |
| Labor installation costs  |   |   |
| Permitting fees, if applicable (*please itemize)* |   |   |
| Monitoring system costs and components *– (kiosk, display and any other fees associated with this component – please itemize)*  |   |   |
| Other renewable energy installation components (*please itemize*) |  |  |
| **TOTAL ELIGIBLE PROJECT COSTS** |    |
| **Amount of Blue Sky funding requested** |  |
| **Funding request as % of Total Eligible Project Costs**  |  |
| **Optional:** List the marketing and outreach costs associated with the project to be considered for additional funding on an individual basis. Marketing and outreach costs not included in the application budget will not be considered for Blue Sky reimbursement. |  |  |
| ***The following costs are NOT eligible for reimbursement:**** Structural improvements or other site preparation that would be considered general facilities maintenance (e.g.re-roofing, upgrading an overloaded electrical panel, tree removal or trimming, landscaping, construction of a carport or other facility that will host the renewable energy equipment). Site preparation activities that are only required for the renewable energy project and are otherwise not required for general facility maintenance (e.g., ballast rock removal, roof reinforcement, trenching a new wire run exclusively for the solar array), may be considered an eligible expense on an individual basis.
* Administrative or project management costs
* Construction bond costs, interest and warranty charges
* Ongoing system or facility maintenance or repair costs
* Donated, in-kind or volunteer labor or materials
* Engineering/design costs incurred to date (e.g., site evaluations, estimates/bids)
* Interconnection studies
* Marketing or advertising, other than approved on-site signage
 |
| **Sources of Funding** |  |
| List and describe all funding sources and income streams of the project, as well as the nature of the contribution – grant, donation, production or capital incentive, cash or in-kind.Please provide documentation confirming secured funding sources.  | Source and Type of Funding | Amount | % of Total Project Cost | Secured or Pending | Date secured or expected |
|  | Blue Sky Funding (reimbursement) | $ |   |   Pending |  |
|  |  Energy Trust Incentive | $ |   |   |  |
|  |  Applicant’s Contribution (recommended) | $ |   |   |  |
|  |  Other Funding | $ |   |   |  |
|  |   | $ |   |   |  |
|  |   | $ |   |  |  |
|  | **Totals** | $ | 100% |   |  |
| Briefly describe the process to secure any ‘pending’ funding sources |  |
| **COMMUNITY IMPACT** |
| **Describe the host organization.** *Including but not limited to its mission, history, purpose, and who it serves.* |
|  |
| **What is the host organization's motivation for installing a renewable energy project?** *Include the history, goals, and how renewable energy aligns with the overall mission of your organization.* |
|  |
| **What are the economic, environmental, and social benefits of the proposed renewable energy project?** *Include how any cost savings will be used, how the project will help meet any environmental goals, and any additional benefits to the local community and renewable energy market.* |
|  |
| **What educational benefits are associated with the proposed project?** *Include whether the renewable energy equipment will be visible to the public, how many people will see/learn/benefit from the project per year and at what level of engagement. Identify a point person who will take the lead on community education, the anticipated resources that this educational effort will require, and how you will ensure that educational benefits continue beyond the first year of project operation.* |
|  |
| **Please describe your plans to educate and engage the community about your renewable energy project***Check the box to the left for every item included in your education and recognition plan and use the boxes to the right to list and briefly describe each element.* ***Note:*** *funding recipients are required, at minimum, to provide onsite recognition of Blue Sky customers' contribution along with a public facing production monitoring web site. Funding may be available for education and recognition expenses, but only for expenses included in the application budget.* |
| **Included in plan?** | **Community education** | **Blue Sky customer recognition** |
|[ ]  Signage |  |  |
|[ ]  Onsite monitoring display |  |  |
|[ ]  Media and publications |  |  |
|[ ]  Celebrations or events |  |  |
|[ ]  Website information |  |  |
|[ ]  Other |  |  |
| **Please share any additional information regarding this renewable energy project relevant to your application.** |
|  |

**Supplemental Document Checklist**

**Applicants must include the following required application documents for their project to be considered for funding.** Please submit this completed checklist along with your application. If any required documents are not included, please identify the reason why (below).

|  |  |  |  |
| --- | --- | --- | --- |
| Included | Not included | Not Applicable | **Required Documentation** Please clearly label each attachment included in your application with the labels in bold. |
| [ ]  | [ ]  | [ ]  | **Letters of support.** A support letter is required from the project owner, if different from the person compiling the application. If requesting organization is a school, a support letter is required from the district superintendent or college/university president. Other support letters from key community members may also be provided. |
| [ ]  | [ ]  | [ ]  | **Credentials.** A list of renewable energy project team members, roles, and qualifications. Include resume of renewable energy project manager and other key team members. Include list of any similar renewable energy projects completed.  |
| [ ]  | [ ]  | [ ]  | **Site Evaluation**. Must include a renewable resource assessment and energy production estimate, any structural or installation feasibility assessments, and may include interconnection analysis or documentation of discussions with the Pacific Power customer generation group. |
| [ ]  | [ ]  | [ ]  | **Design Drawings.** One-line electrical diagram and site plan showing the location of the project components on the property.  |
| [ ]  | [ ]  | [ ]  | **Equipment specifications.** Include warranty and performance information for all major components to be installed. |
| [ ]  | [ ]  | [ ]  | **Site Photos.** Photos of proposed project site and/or building with captions (.jpg/.jpeg format preferred) |
| [ ]  | [ ]  | [ ]  | **Site Control Agreement.** Land ownership documentation or long-term lease agreement. |
| [ ]  | [ ]  | [ ]  | **Secured Funding Sources.** Documentation (i.e. award letters, confirmation emails, other communication) confirming secured or granted funding sources and amounts |
| [ ]  | [ ]  | [ ]  | **Contractor Bids.** Proposals, bids and/or contracts to support budget estimates |
| [ ]  | [ ]  | [ ]  | **Project Development Timeline.** A Gantt chart or schedule that includes duration of each development stage and dates of major milestones (e.g., equipment procurement, equipment delivery on site, construction begins, construction ends, commissioning, etc.). |
| [ ]  | [ ]  | [ ]  | **Energy Trust of Oregon cover sheet.** All solar projects receiving funds from Energy Trust receive this from their Energy Trust incentive application. (Oregon only) |
| [ ]  | [ ]  | [ ]  | **Power Clerk number: Please provide your Pacific Power Power Clerk number. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Justification for missing documentation:** |
|  |

***Certification***

*I certify that in preparation for submitting this application I have reviewed the applicant as well as the award recipient requirements, understand that should this project be awarded funding, my organization will be able to meet the award recipient requirements as described on the Pacific Power website, and attest that the information provided above responding to this application is both accurate and current. I also understand that submitting an application in no way obligates Pacific Power to provide funding and that funds are distributed at the sole discretion of Pacific Power.*

|  |  |  |  |
| --- | --- | --- | --- |
| Signature: |  | Date: |  |
| Printed Name: |  |  |  |
| Title: |  |  |  |
| Company: |  |  |  |
| Contact number |  |  |  |

If this request is being submitted by multiple parties or a party other than the host, please indicate below by providing the party's name, title and contact information. The project host/owner must approve the submittal on their behalf through signature demonstrating that the all parties linked to installation have reviewed the application and support the project, along with supporting documentation - please see below for a comprehensive list of required attachments.

Approving party (project host/owner) – if other than project applicant

|  |  |  |  |
| --- | --- | --- | --- |
| Signature: |  | Date: |  |
| Printed Name: |  |  |  |
| Title: |  |  |  |
| Company: |  |  |  |
| Contact number |  |  |  |

**Note:** The application form must be returned as a Microsoft Word document, but please feel free to provide your signed certification page in a separate document as a PDF or image file.

1. **Onsite projects** generate electricity that is consumed onsite and excess electricity is passed through a meter and onto the grid. **Utility-side projects** are intended to provide power directly to the grid.

 [↑](#footnote-ref-1)