**Blue Sky Project Final Report**

***This is one of two required final reporting documents. Return this along with the Financial Summary Excel workbook and all required supporting documentation***

**Recipient Information**

|  |  |
| --- | --- |
| **Organization** |  |
| **Project site/location**  *Building/facility name and address* |  |
| **Year Funded** | Choose an item. |
| **Name and Address for Reimbursement Check**  *Must match address listed on W9* |  |
| **Primary Project Contact**   * Name * Title * E-mail * Phone |  |

**Project/Installation Information**

|  |  |
| --- | --- |
| **Online Date** | Click here to enter a date. |
| **Size in kilowatts** |  |
| **Was there any change in size from your original application?** Yes  No  If yes, please explain: | |
| **Anticipated Annual Generation in kWh/year** |  |
| **Net Meter Number** |  |
| **Technology** | Choose an item. |
| **If Solar, indicate wattage and number of panels** |  |
| **Contractor Information**   * Name * Company * E-mail * Phone |  |
| **PROJECT DESCRIPTION SUMMARY**  *Provide a brief narrative of the project, applicant/owner, the project goals and objectives of the project and how the installation will benefit the community* |  |
| **Describe any variances to the original plan**  *Include changes in size, location, completion date, etc.* |  |
| **Any challenges faced through this process and the lessons learned** |  |

**Financial Information**

|  |  |
| --- | --- |
| **Blue Sky Award Amount** | $ |
| **Total Eligible System Cost\*** | $ |
| **Total System Cost** | $ |
| **Identify all funding sources and final dollar amount for the project** |  |

\*More information about eligible expenses can be found in the Financial Summary Excel Workbook.

*Please be sure to attach all invoices and other supporting financial documentation. If there is inconsistency between invoices and total installed system cost listed above, please specify the reason for the variance.*

**Outreach and Education Plan**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Please check the appropriate box for all education and outreach and describe in detail.**  *Include photo or other documentation of each item listed below* | | | | | |
| **Component** | **Complete** | **Underway** | **Planned** | **N/a** | **Description** (include web address when applicable) |
| Public monitoring website\* |  |  |  |  |  |
| Signage\* |  |  |  |  |  |
| Onsite monitoring display or kiosk |  |  |  |  |  |
| Media and publications |  |  |  |  |  |
| Celebrations or events |  |  |  |  |  |
| Website information |  |  |  |  |  |
| Other |  |  |  |  |  |

*\*Indicates completion required before reimbursement can be issued*

|  |  |
| --- | --- |
| **Additional information**  *LEED certification, public tours, etc.* |  |

Please contact or Drew Hanson, senior communications representative for Pacific Power, at Drew.Hanson@PacifiCorp.com to discuss joint media opportunities and copy [**mailto:bluesky@pacificorp.com**](mailto:bluesky@pacificorp.com).

**Supplemental Documentation**

**Please complete this form in detail and submit the following required attachments along with this form in order to ensure prompt funding award disbursement:**

Financial Summary document (.xls or .xlsx)

Invoices from contractor supporting costs listed above and in the Financial Summary document

Documentation of every funding source and the dollar amount

Utility net metering/interconnection agreement

W9 form with the reimbursement address, using the most current version of the IRS form

Photos of installation (.jpg file type only please)

Photos of monitoring system and/or kiosk (.jpg file type only please)

Photos of any events, signage, collateral any other images of interest to the project

**PLEASE SEND COMPLETED FINAL REPORT AND DOCUMETNATION TO** [**mailto:bluesky@pacificorp.com**](mailto:bluesky@pacificorp.com)

**Note: Please include the applicant/project name in all submitted attachments.**