

## 2021 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 is offering an incentive to qualifying buildings to help pay for energy efficiency upgrades based on the total cost of a project. 2021 Incentives are as follows;

Incentive Category:	Incentive Rate:	Qualification
<b>Base Rate</b>	<b>20% match up to \$20,000</b>	Any property in the city of Minneapolis that fulfills the program eligibility criteria
<b>Environmental Justice Rate</b>	<b>30% match up to \$30,000</b>	Any qualifying property; <ol style="list-style-type: none"> <li>1. In a Minneapolis <a href="#">Green Zone</a></li> <li>2. In a Minneapolis <a href="#">Great Street Eligible Priority Area</a>,</li> <li>3. Any income qualified housing program approved by the Health Department</li> </ol>
<b>Energy Benchmarked Building</b>	<b>25% match up to \$50,000</b>	Required for commercial and multifamily residential buildings greater than 50,000 square feet. Check if your building is on the <a href="#">list of qualified buildings</a>
<b>Minneapolis Forward</b>	<b>40% match up to \$40,000</b>	View an incomplete <a href="#">list of properties affected</a> by civil unrest. Qualifying properties are those significantly (>25%) impacted by the civil unrest. Use the space provided in the application questions to explain the damage to your property if your property does not appear on this list.

While we try to fund all projects, funds are limited. Use this application to demonstrate the competitiveness of your project. After each deadline, applications are reviewed and ranked by a third-party panel of experts in the energy field. Priority will be given to projects that qualify for the Environmental Justice, Energy Benchmarking, and Minneapolis forward rate.

**Deadlines: January 1, March 1, May 3, and July 2 (2021)**  
*(Deadlines are Funding Dependent and Open Until Funding is exhausted)*

## Energy Efficiency Cost Share Program Rules and Process:

### Eligibility Requirements:

- 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
- 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
  - Use the highest efficient equipment available and feasible installed at the property
- Any open or past due housing orders need to be abated prior to final payment.

### How to Apply:

- Fill out Green Cost Share Application.
- Attach your utility rebate application, pre-approval notice, or scope of work showing estimated energy savings.
- Email Cost Share Application and 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)
- Begin the Cost Share contracting process at most 90 days after receiving a program acceptance email. If you do not communicate to the city that the project is moving forward within 90 days of acceptance the city will reallocate the funding to another project.

### After Projects are Completed:

- All installations must be completed by December 31<sup>st</sup>, 2021.
- Email the Items listed below to the city contract manager by December 31<sup>st</sup>, 2021. 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 reimbursement invoice 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).

**Application Procedure:**



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.  
Para asistencia (612) 673-2700 - Rau kev pab (612) 673-2800 - Hadii aad Caawimaad u baahantahay (612) 673-3500.



Minneapolis Forward: Rebuild Resilient

Minneapolis Health Department
250 South 4th Street, Room 510
Minneapolis, MN 55415
TEL 612.673.2301
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\*: \_\_\_\_\_

Business Type (use drop down) \*:

Race/Ethnicity of business or property owner (use drop down):

General Contractor Information:

Developer: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Contact email: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

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

[Empty text box for Project Summary]

Project Address\*:

Energy Savings\*:

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

Funding Information\*:

Requested Green Cost Share Funds: \$ \_\_\_\_\_ Not to exceed (\$20,000; \$30,000 for Environmental Justice; \$50,000 for Energy Benchmarking projects)

Est. Utility rebate: \$ \_\_\_\_\_ Total amount from Xcel or CenterPoint rebates (Attach Verification Documentation)

Est. Owner Match: \$ \_\_\_\_\_

Est. Total Project Cost: \$ \_\_\_\_\_ (Attach project estimates)

**Application Questions\* (95 Points)**

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 any of the following priority areas or programs?? (Check all that Apply):

- Project is within a [Green Zone](#), [Great Street Eligible Priority Area](#),  (25 Points) or qualifies for an income qualified housing program:
- 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: \_\_\_\_\_

3. This year the Green Cost Share is supporting the City's Minneapolis Forward Initiatives to aid properties impacted by civil unrest. Follow the link to view an incomplete [list of affected properties](#). Check the box below if your building was significantly (>25%) impacted by the civil unrest, and use the space provided to explain the damage done to your property this summer.

Yes, my building was significantly impacted by the civil unrest (15 Points)

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

Formula:  $Total\ Cost / Estimated\ Annual\ Savings = Payback$

5. In the Green Cost Share we want to prioritize projects that deliver direct benefits and energy savings to underserved and marginalized communities. What, if any, benefits do this project provide to low-income, underserved, or energy burdened residents? Please describe how you will demonstrate that. (10 points)

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

#### Bonus Questions for the Contractor

The Environmental STEM Pathways initiative aims to reduce disparities in income and employment, and build the local workforce needed to meet the city's climate change goals by preparing young adults for jobs in solar energy, energy efficiency, and other sustainable development fields.

7. Are you currently participating in the City's new STEM Pathways program or responded to the STEM Pathways Request for Application (RFA)? (5 Points)     **Yes**     **No**

**Points can be earned after application is submitted by the developer/contractor applying to the Environmental STEM Pathways RFA**

**Thank you for completing your application!**

**We look forward to reviewing it. Decisions are made about 30 days following the application deadline. Any Application(s) submitted between deadlines will be reviewed at the same time as all other applications received by the deadline.**

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