



Audit Guide Iowa Energy Saving Loan & Small Business Energy Audit Programs

Iowa Economic Development Authority & QstN

2026

Table of Contents

- Program overview
- Audits
- Audit Tools
- FAQs
- Contact Information

Program Overview

- Funding
- Goals
- Financing Terms
- Qualifications & Eligibility
- Application Process

Programs Overview – Programmatic Goals

- **Improve Building Performance**
Enhance energy efficiency, comfort, and indoor air quality in existing buildings.
- **Reduce Energy Use and Costs**
Help Iowans—especially small businesses and energy-burdened households—lower energy consumption and utility expenses.
- **Support Economic Growth and Job Creation**
Create good-paying jobs and stimulate a sustainable, resilient economy.
- **Advance Equity and Access**
Ensure all of Iowa's communities have strong access to program benefits and economic opportunities.

Programs Overview

- Energy Saving Loan
- Small Business Audit Grant

Awarded through the Energy Efficiency Revolving Loan Fund Capitalization Grant Program, Sec. 40502 of the Bipartisan Infrastructure Law

Small Business Audit Grants:

- \$900,000 available in funding
- 50% paid upon completion of the audit; 50% paid when implementation of improvements begins
- Commercial building owned or operated by a small business with fewer than 50 employees; business conducts the majority of its operations in Iowa

Energy Saving Loans: Must receive an audit to be eligible

- \$5,462,028 available in funding 0-2% interest with a 1% origination fee, up to 7 year terms.
- Eligible borrowers include Iowa-based businesses, nonprofits and public entities that own either:
- Commercial buildings, Business conducts the majority of its operations in Iowa
- Affordable multifamily buildings with 20 or more units that participate affordability programs administered by the Iowa Finance Authority

ESL Program Overview – Eligible Measures

Includes, but is not limited to:

- Insulation and air sealing (*building structures, ducts, hot water heater tanks, and heating pipes*)
- Programmable and smart thermostats
- Lighting
- Heating, ventilation, and air conditioning (HVAC) equipment.
- Water heating system equipment.
- Energy or water monitoring and control systems.
- Windows and doors
- Pumps and motors

Projects cannot include:

- Tree removal
- Tree trimming
- Ground-disturbing activities

Application Process - Components

Small Business Audit application available on program webpage. Email to molly.kiick@iowaeda.com

- Application requires estimated cost of the audit

ESL Applications available and accepted via IowaGrants. A full application package includes:

- **Completed qualifying energy audit**
- Completed digital application form
- [Energy Saving Project Cost and Timeline Spreadsheet Template](#), including:
 - List of upgrade measures included in the project
 - Preliminary project plan with timeline
 - Itemized project costs
- Vendor quote estimating cost
- 12-month history of utility bills (may be included in audit)
- Review [the Application Guide](#) for additional detail

Audits

- Requirements
- Resources

Audits – Requirements (1/3)

1. Performed by an auditor certified by a national organization
2. Utilize eligible software, e.g. DOE's [Audit Template](#), or IEDA-approved alternative
3. Identify and recommend lifecycle cost-effective opportunities to reduce the energy consumption of the facility
4. Recommend controls and management systems to reduce or redistribute peak energy consumption

Audits – *Commercial Only* Requirements (2/3)

1. Determine the overall consumption of energy of the facility.
2. Identify the period and level of peak energy demand for each building within the facility and the sources of energy consumption that are contributing the most to that period of peak energy demand.
3. Estimate the total energy and cost savings potential for the facility if all recommended upgrades and retrofits are implemented.

Audits – Multifamily Only Requirements (3/3)

1. Compare energy consumption to comparable buildings in the same geographic area
 - Recommend supplementing the Audit Template report with the comparison output of the [ENERGY STAR Portfolio Manager platform](#) to meet this requirement. Email IEDA to discuss other options, as needed.
2. Provide the “Annual Energy & Costs Savings” and “Payback with Incentives” outputs summary from DOE’s Audit Template tool
3. Use the same [evaluation criteria](#) as the Home Performance Assessment used in the ENERGY STAR program.
 - Resolving health and safety issues, satisfying customer needs and desires, overall cost-benefit to the customer, and programmatic goals.

Audits – Resources

- [Auditor and Contractor Training Resource Slides](#)
DOE slide deck detailing audit and project requirements. *Note that state requirements may be more detailed in some cases.
- [Energy Auditor Training for the RLF Program](#)
DOE video reviewing the Auditor Training Resource Slides.
- [ENERGY STAR Treasure Maps](#)
ENERGY STAR created checklists of areas and systems to investigate for possible savings during an assessment in Multifamily and various Commercial Building types.

Audit Tools

- Recommended Audit Elements
- Audit Tools Overview
- [Audit Template](#)
- [ENERGY STAR Portfolio Manager](#)

Recommended Audit Elements

Energy Assessment Elements

- Building owner (and tenant, if applicable) interviews
- Review energy bills for the entire property
 - Base building (and tenant spaces, if applicable)
- Property evaluation
 - A visual inspection of the exterior, interior, envelope, and all mechanical systems to determine their condition
- Safety check & testing
- Improvement recommendations in a prioritized list

Audit Tools Overview

Utilize existing tools/resources to streamline the auditing process and ensure program compliance

1. Standardized & Streamlined [Audit Template](#)

- Report Types: Iowa EDA Multifamily Audit Template & Iowa EDA Commercial Audit Template
 - Identifies minimum audit requirements to qualify for RLF
 - Focused on energy conservation measures & bundle recommendations
 - 12 consecutive months of energy usage for all fuels

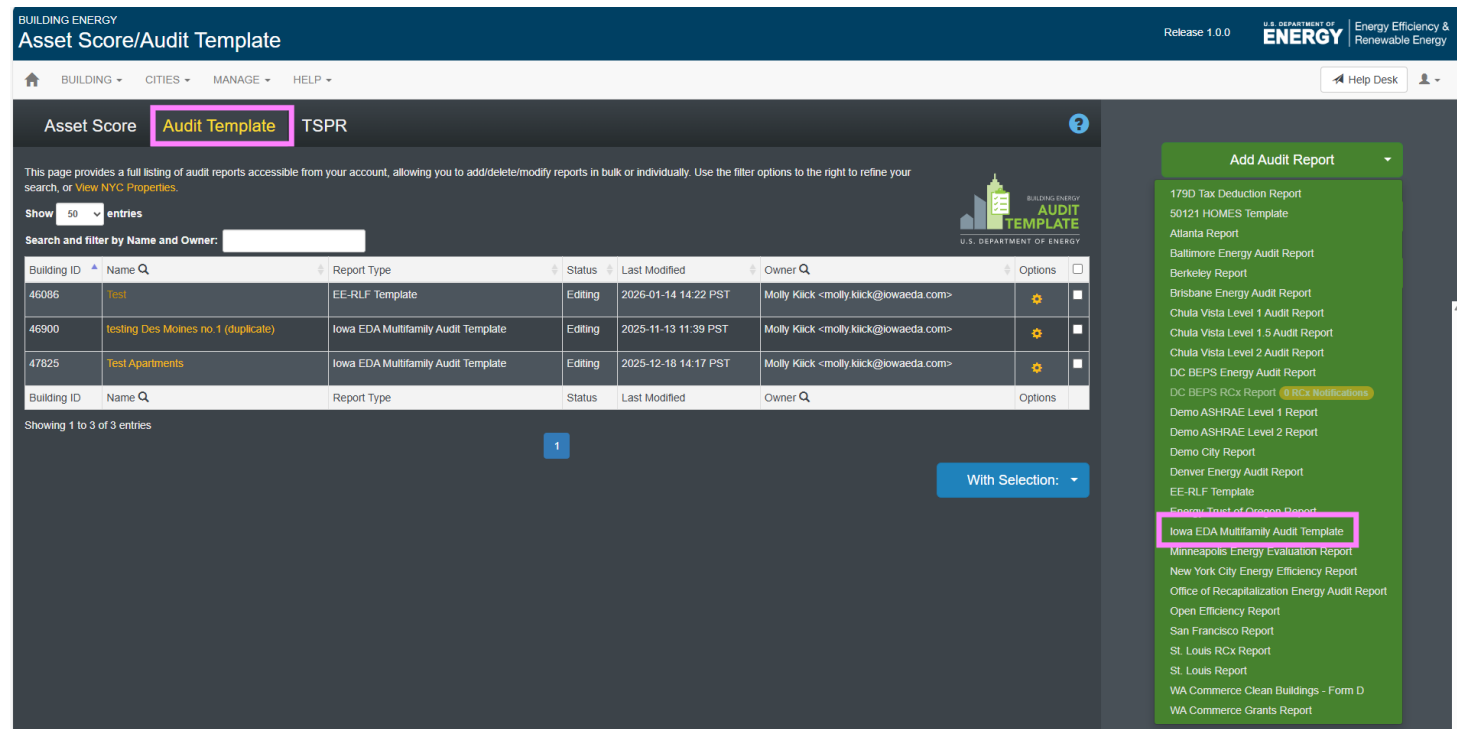
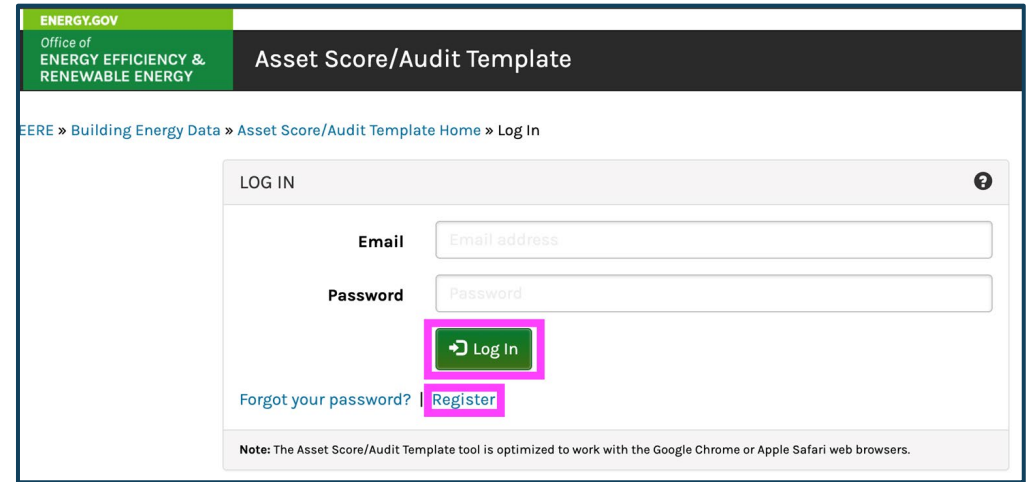
2. [ENERGY STAR Score](#) (to support ESL Multifamily Requirements)

- Compares buildings' energy consumption to comparable buildings nationwide to meet program requirements
- Requires 12 consecutive months of energy usage for all fuels

Audit Template

- [Login / Register](#)
- Audit Template/Report Type
 - Iowa EDA Multifamily Audit Template
 - Iowa EDA Commercial Audit Template

Screenshots provided are primarily from MF Audit Template, except where noted otherwise.



Audit Template



Icon Guide



- Building Information



- Contact Information & Audit Details



- Facility Description



- Utility Data & Benchmarking



- Energy Savings Opportunities



- City Submission

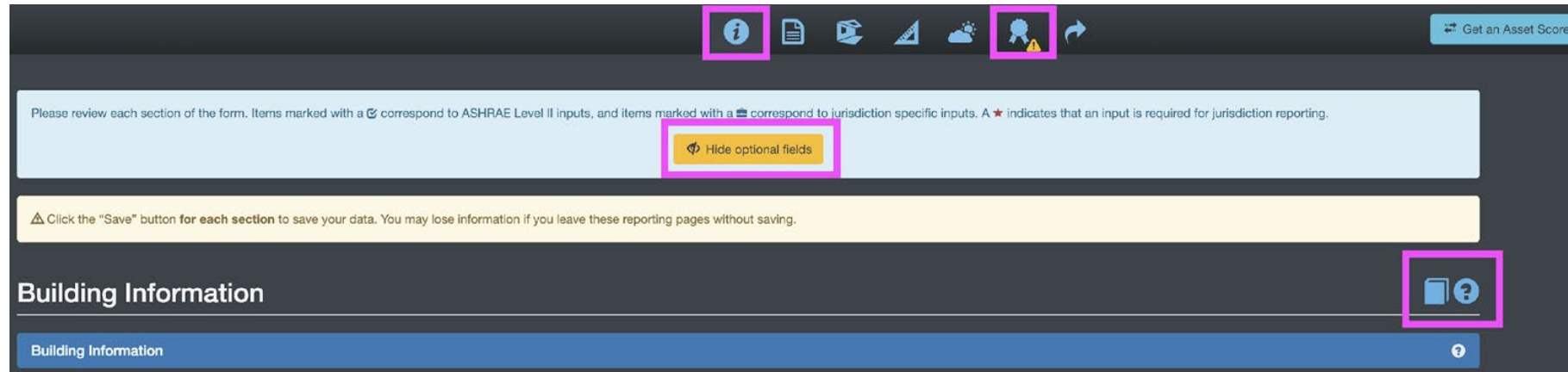
Audit Template Data Input Steps

Each of the data input steps that appear on the next page correspond to a data entry screen accessible from the Audit Template toolbar:



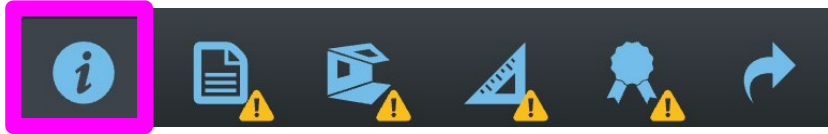
- 1. Input Basic Building Information**
Select "EE-RLF Template" for Energy Efficiency Revolving Loan Funds audit reports from the drop-down menu and enter building name, year of construction, gross floor area, and location. Click the "Create Building" button to continue to the audit report data entry screens.
- 2. Contact Information and Audit Details**
Complete sections that include audit details including and audit completion dates, and audit team and building staff contacts.
- 3. Facility Description**
Complete sections related to information of the audited building, including building use types, building envelope characteristics and major installed equipment components such as HVAC, lighting, and service hot water systems. The information may be based on on-site observations, review of architectural drawings and specifications, measurements or engineering calculations.
- 4. Utility Data and Benchmarking**
Specify energy supply sources and enter the monthly metered and delivered energy use data. An annual summary displaying average annual energy use and cost by energy supply source will be generated. Metering and energy systems configuration entries may be required for selected city reports. Benchmarking data, including the building's Energy Use Intensity (EUI) and target energy savings may also be provided in this section.
- 5. Energy Use Breakdown and QA/QC**
Enter estimated building energy use by end use for all energy supply sources. Totals will be calculated and displayed in an 'End Use Summary' table. These will be used to verify that the estimated energy use by end use estimates align with historical energy use.
- 6. Energy Savings Opportunity**
Enter packages of recommended low cost, no cost, and potential capital energy efficiency measures and energy and cost savings that have been manually calculated or generated by a third party energy modelling software. Calculated net measure costs, ROI and payback years will be displayed.
- 7. Mark as Complete**
Select the "Complete" button to mark data collection as complete and download the completed reports, along with the BuildingSync file. Users will also receive a confirmation email. The user is then required to follow their State's guidelines for submitting the BuildingSync and/or Audit Template report.

Audit Template Tips



- Navigation Bar & Validation Errors (e.g., missing information)
- Click 'Hide Optional Fields'
 - This will simplify/reduce the number of fields on each tab.
- 'Book' and '?' Icons
 - Provide support if you have questions about what should be entered in the required fields.

Building Information



- Typical building information

Building Information ?

Building Information ?

Building Name ★

Year Completed ★
Year in which construction was completed.

Gross Floor Area ★ ft²

Are you performing this audit on a commercial or multifamily building? ★ Commercial Multifamily

Location ★

Adding Contacts



Contact Information and Audit Details

The following sections are dependent on contacts that you have created. These contacts belong to your account. You may add and reuse contacts that you have added for any buildings that you submit.

[Manage My Contacts](#)

Note: You currently have no contacts. However, you can add them using the "Manage My Contacts" button.

- Submission Information
- Audit Details
- Audit Team and Building Staff
- General Building and Occupancy

Audit Template Contacts

[← Back to Building](#)

You may enter as many contacts as you will need. These can be used on reporting buildings for any contact information, such as an auditor, building operator, or submitter.

NOTE: Depending on the usage of a contact, some of these fields may be required for certain reports. It is best to enter contact information as completely as possible.

[+ Add Contact](#)

Audit Template Contacts

[← Back to Building](#)

You may enter as many contacts as you will need. These can be used on reporting buildings for any contact information, such as an auditor, building operator, or submitter.

NOTE: Depending on the usage of a contact, some of these fields may be required for certain reports. It is best to enter contact information as completely as possible.

- David Lee Roth
- Eddie Van Halen

New Contact

Name:

Company Name or Organization:

Title:

Address:

City:

State:

Postal Code:

Phone:

Email:

Contact Information & Auditor Details



Contact Information and Audit Details

The following sections are dependent on contacts that you have created. These contacts belong to your account. You may add and reuse contacts that you have added for any buildings that you submit.

[Manage My Contacts](#)

Submission Information

Audit Team and Building Staff

Auditor

Auditor

Auditor Years Experience *

[Save](#)

Building Owner

Building Owner

Building Owner Representative Type *

[Save](#)

Additional Comments

[Save](#)

Contact Information and Audit Details

The following sections are dependent on contacts that you have created. These contacts belong to your account. You may add and reuse contacts that you have added for any buildings that you submit.

[Manage My Contacts](#)

Submission Information

Audit Team and Building Staff

Auditor

Edit Auditor

Contact

Select a contact that you have added. To add a new contact, use the "Manage My Contacts" link above.

Name * Ted "Theodore" Logan

Company Name or Organization * Not given

Title Not given

Address * Not given

City * Not given

State * Not given

ZIP Code * Not given

Phone * Not given

E-mail * Not given

Certificates

At least 1 Certificate is required.

[+ Add Certificate](#)

[Cancel](#) [Save](#)

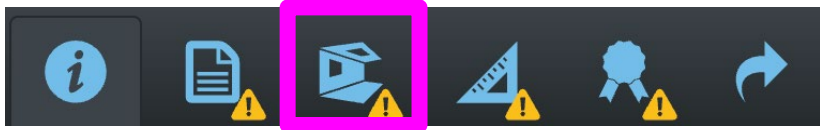
Auditor Years Experience *

[Save](#)

Auditor Certifications

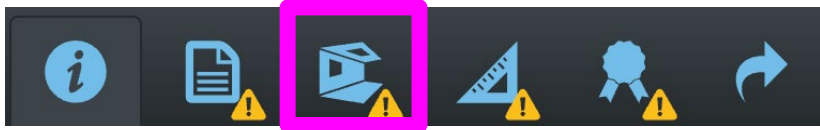
- Professional Engineer (PE)
- Registered Architect (RA)
- Other (examples)
 - [ASHRAE Building Energy Assessment Professional](#)
 - [AEE Certified Energy Auditor](#) and [Certified Energy Manager](#)
 - [Building Performance Institute \(BPI\) Building Analyst Professional \(BA-P\)](#)
 - [Building Performance Institute \(BPI\) Home Energy Professional Energy Auditor](#)
 - [Building Science Institute \(BSI\) Energy Code Compliance Specialist](#)
 - [Building Science Institute \(BSI\) ENERGY STAR Verifier](#)
 - [Building Science Institute \(BSI\) Zero Energy Ready Home Verifier](#)
 - [Energy Management Association Energy Management Professional](#)
 - [Residential Energy Services Network \(RESNET\) Home Energy Rater](#)

Facility Description



Facility Description		
Building Characteristics		
Use Types		
Construction		
Lighting		
HVAC		
Service Hot Water System		
Electric Vehicle Charging		
Laundry System		

Facility Description - Building Characteristics



Facility Description	
Building Characteristics	?
Use Types	?
Construction	?
Lighting	?
HVAC	⚠ ?
Service Hot Water System	?
Electric Vehicle Charging	?
Laundry System	?

Facility Description

Building Characteristics

Gross Floor Area * 202500.0 ft²

Gross Floor Area is required to match the area reported in building's District Benchmark Results and Compliance Report. Area for Parking Garages should not be included in the building's Gross Floor Area estimate. Parking Garages should be added as a separate use type and the Gross Floor Area for the same should be specified in the "Use Types" section.

Spaces Excluded from Gross Floor Area N/A

Conditioned Floor Area, Heated Only * [] ft² N/A

Conditioned Floor Area, Cooled Only * [] ft² N/A

Conditioned Floor Area, Heated and Cooled * 202500 ft² N/A

Total Floor Area, Conditioned 202500 ft²

Building automation system? * Yes No

Historic building? * Yes No

Comfort or health concerns, including indoor environmental quality (IEQ) deficiencies? * Yes No

If "Yes", please describe the issue.

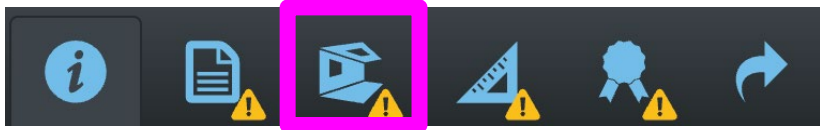
Comfort or Health Concerns Comments *

N/A Comments *

Explain why you marked fields on this form as N/A.

24 Save

Facility Description - Use Types



Facility Description

- Building Characteristics
- Use Types
- Construction
- Lighting
- HVAC
- Service Hot Water System
- Electric Vehicle Charging
- Laundry System

Facility Description

- Building Characteristics
- Use Types

Multifamily Housing (Original: Movie Theater) - 202,500.0 ft² (100.0% of total gross floor area)

+ Add Use Type

Facility Description

- Building Characteristics
- Use Types

Multifamily Housing (Original: Movie Theater) - 202,500.0 ft² (100.0% of total gross floor area)

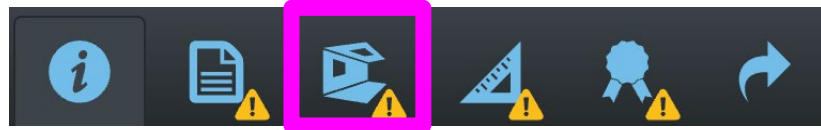
New Use Type

- Use Type/Space Function/Building Area Type ★ Please select
- Gross Floor Area ★ ft²
- Percent Total Gross Floor Area %
- Percent Space Conditioned ★ %
- Number of Occupants ★
- Principal HVAC System Type ★ Please select
Select an HVAC System Type from the list of common HVAC systems that most closely resembles the system serving the greatest percentage of floor area for this Use Type.
- Principal Lighting Type ★ Please select
Select a Lighting Type from the list of common lighting fixture types that most closely resembles the lighting serving the greatest percentage of floor area for this Use Type.

+ Add Use Type

Cancel Save

Facility Description - Infiltration Visual Inspection



Facility Description

- Building Characteristics
- Use Types
- Construction
- Lighting
- HVAC
- Service Hot Water System
- Electric Vehicle Charging
- Laundry System

Facility Description

Building Characteristics

Use Types

Construction

Infiltration

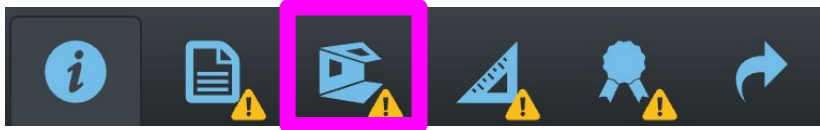
Pressure Boundary Assessment Yes
 No
 N/A

Pressure Boundary Assessment Notes

Reason for Not Testing: Please select

Save

Facility Description - Lighting (optional)



Facility Description

- Building Characteristics
- Use Types
- Construction
- Lighting
- HVAC
- Service Hot Water System
- Electric Vehicle Charging
- Laundry System

Facility Description

- Building Characteristics
- Use Types
- Construction
- Lighting

Lighting Type	Ballast Type	Controls							Location	Quantity Definition	Percent Area Served	Total Area Served
		Manual	Photocell	Timer	Sensor	BAS	Advanced	Other				
- Select -	- Select -	<input type="radio"/> Yes	<input type="radio"/> Yes	<input type="radio"/> Yes	<input type="radio"/> Yes	<input type="radio"/> Yes	<input type="radio"/> Yes	<input type="radio"/> Yes	- Select -	- Select -	N/A	N/A
		<input checked="" type="radio"/> No	<input checked="" type="radio"/> No	<input checked="" type="radio"/> No	<input checked="" type="radio"/> No	<input checked="" type="radio"/> No	<input checked="" type="radio"/> No	<input checked="" type="radio"/> No	+ Add Location			

⚠ No Fixtures have been added yet.

[+ Add Fixture](#)

Facility Description

- Building Characteristics
- Use Types
- Construction
- Lighting

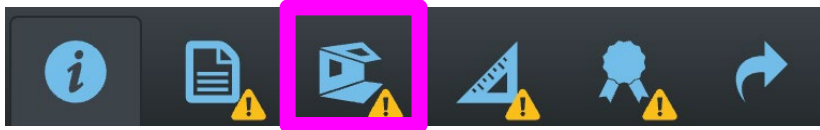
Lighting Type	Ballast Type	Controls							Location	Quantity Definition	Percent Area Served	Total Area Served
		Manual	Photocell	Timer	Sensor	BAS	Advanced	Other				
- Select -	- Select -	<input type="radio"/> Yes	<input type="radio"/> Yes	<input type="radio"/> Yes	<input type="radio"/> Yes	<input type="radio"/> Yes	<input type="radio"/> Yes	<input type="radio"/> Yes	- Select -	- Select -	N/A	N/A
		<input checked="" type="radio"/> No	<input checked="" type="radio"/> No	<input checked="" type="radio"/> No	<input checked="" type="radio"/> No	<input checked="" type="radio"/> No	<input checked="" type="radio"/> No	<input checked="" type="radio"/> No	+ Add Location			

[Save/Refresh](#)

⚠ Be sure to save changes to the table **before** adding a new fixture.

[+ Add Fixture](#)

Facility Description - HVAC



Facility Description	
Building Characteristics	?
Use Types	?
Construction	?
Lighting	?
HVAC	! ?
Service Hot Water System	?
Electric Vehicle Charging	?
Laundry System	?

Facility Description

- Building Characteristics ?
- Use Types ?
- Construction ?
- Lighting ?
- HVAC ! ?**

Note: Plant Loops that serve HVAC systems should be added before adding HVAC Systems.

Heating Plants

No Heating Plants have been added yet.

+ Add Heating Plant

Cooling Plants

No Cooling Plants have been added yet.

+ Add Cooling Plant

Condenser Plants

No Condenser Plants have been added yet.

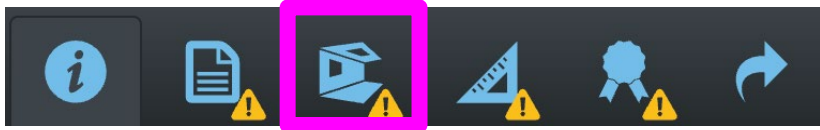
+ Add Condenser Plant

HVAC Systems

★ At least 1 HVAC System is required.

+ Add HVAC System

Facility Description - HVAC Systems



HVAC Systems

New HVAC System

HVAC System Type

Heating Heating Source Type

Cooling Cooling Source Type

Distribution Equipment Central Distribution Type
 Delivery Equipment Type
 Fan Control Type

Ventilation Systems Energy Recovery Ventilation Type
 Outdoor Air Control Type

Zone Controls (check all that apply)

Direct digital controls (DDC)? Yes No

Pneumatic controls? Yes No

Manual thermostat? Yes No

Programmable thermostat? Yes No

No controls? Yes No

Space Functions Served (assign HVAC System to Use Types by selecting the "Add Space" button)

- ✓ Please select
- Packaged Rooftop Air Conditioner
- Packaged Terminal Air Conditioner
- Four Pipe Fan Coil Unit
- Packaged Rooftop Heat Pump
- Packaged Rooftop VAV with Hot Water Reheat
- Packaged Terminal Heat Pump
- Ground Source Heat Pump
- Packaged Rooftop VAV with Electric Reheat
- VAV with Hot Water Reheat
- Water Loop Heat Pump
- VAV with Electric Reheat
- Warm Air Furnace
- Ventilation Only
- Dedicated Outdoor Air System
- VRF Terminal Unit
- Chilled Beam
- Other

HVAC Systems

New HVAC System

HVAC System Type

Heating Heating Source Type

Fuel Type N/A

Location of Equipment N/A

Approximate Year Installed N/A

Condition N/A

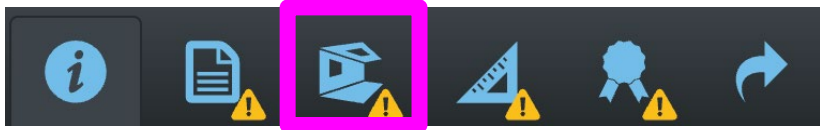
Number of Pieces of Equipment N/A

Output Capacity MBH N/A

Efficiency Units N/A

Rated Efficiency N/A

Facility Description - Service Hot Water System



Facility Description

- Building Characteristics
- Use Types
- Construction
- Lighting
- HVAC
- Service Hot Water System
- Electric Vehicle Charging
- Laundry System

Facility Description

- Building Characteristics
- Use Types
- Construction
- Lighting
- HVAC
- Service Hot Water System

* At least 1 Hot Water System is required.

+ Add Hot Water System

Facility Description

- Building Characteristics
- Use Types
- Construction
- Lighting
- HVAC
- Service Hot Water System

New Hot Water System

Hot Water System Type * Please select

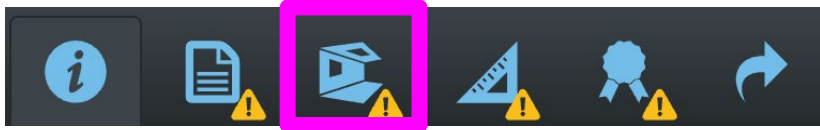
Space Functions Served (assign Hot Water System to Use Types by selecting the "Add Space" button)

+ Add Space

Cancel Save

+ Add Hot Water System

Facility Description - EV Charging (optional)



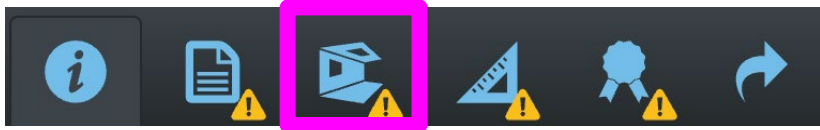
Facility Description	
Building Characteristics	?
Use Types	?
Construction	?
Lighting	?
HVAC	! ?
Service Hot Water System	?
Electric Vehicle Charging	?
Laundry System	?

Facility Description	
Building Characteristics	?
Use Types	?
Construction	?
Lighting	?
HVAC	! ?
Service Hot Water System	! ?
Electric Vehicle Charging	?

Electric Vehicle Charging Station Type	<input type="text" value="Please select"/>
Number of Pieces of Equipment	<input type="text"/>
Approximate Year Installed	<input type="text"/>

Notes

Facility Description - Laundry System (optional)



Facility Description

- Building Characteristics
- Use Types
- Construction
- Lighting
- HVAC
- Service Hot Water System
- Electric Vehicle Charging
- Laundry System

Facility Description

- Building Characteristics
- Use Types
- Construction
- Lighting
- HVAC
- Service Hot Water System
- Electric Vehicle Charging
- Laundry System

No Laundry Systems have been added yet.

+ Add Laundry System

Facility Description

- Building Characteristics
- Use Types
- Construction
- Lighting
- HVAC
- Service Hot Water System
- Electric Vehicle Charging
- Laundry System

New Laundry System

Laundry System Type: Please select

Laundry System Condition: Please select

Fuel Type: Please select

Location of Equipment: Please select

Cancel Save

+ Add Laundry System

Utility Data & Benchmarking (1/3)



Utility Data and Benchmarking 📄 ?

Metering Configuration ?

Residential Tenants

Tenants Directly Metered

Electric ★ Yes
 No

Gas ★ Yes
 No

Save

Utility Data and Benchmarking 📄 ?

Metering Configuration ?

Available Energy Supply Sources ?

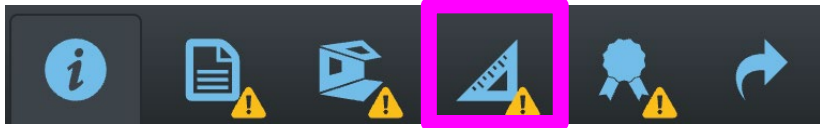
Note: Inputs for Available Energy Supply Sources are required to enter Energy Savings Opportunities.

Note: Please define the Available Energy Supply Sources for the building.

Electricity 🗑️

+ Add Available Energy Supply Source

Utility Data & Benchmarking (2/3)



- Section: Energy Reporting Years & Data Import
- [Importing Energy Use Data from ENERGY STAR Portfolio Manager](#)

Utility Data and Benchmarking

Ownership Details

Metering Configuration

Available Energy Supply Sources

Metered Energy Supply Source Details

Energy Reporting Years & Data Import

Please provide here the start dates of the years in which you will be entering meter/delivery data. These years will be used to evaluate annual energy and to check for completion.*

Metered Energy Year Start Date

You may add up to 3 consecutive years.

Add

* Only complete data within a reporting year will be evaluated in "Annual" calculations.

Import Energy Use from Portfolio Manager

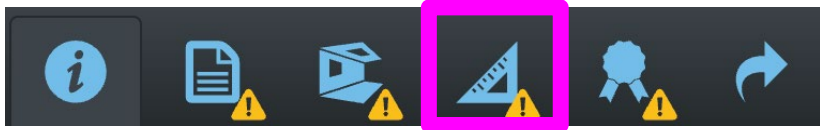
Energy use data entered for properties in ENERGY STAR Portfolio Manager (ESPM) may be imported in bulk to populate the "Metered Energy" and/or "Delivered Energy" sections. Select the "Export Data by Calendar Month" link from the Energy tab in ESPM to download an MS Excel spreadsheet. **Do not attempt to modify this file before importing, or you may get errors.** Choose the downloaded .xlsx file below and import.

Note: Importing data from ESPM is not required for this report.

Choose File No file chosen

Import Spreadsheet

Utility Data & Benchmarking (3/3)



- At least 12 consecutive months of energy bills/data is needed
 - Monthly bills (dates & energy usage) for electricity, natural gas, etc.
 - Base building and tenant spaces
 - Delivered energy usage & renewable production data (if applicable)

Utility Data and Benchmarking

Available Energy Supply Sources

Metered Energy

Electricity																
Start Date	End Date	Number of Days		Energy Use		Electricity Peak		Electricity Load Factor	Energy Use per Day		Energy Use per Day		Carbon per Day			
2024-01-01	2024-01-31	31	days	100000.0	kWh	400.0	kW	34	%	3226	kWh/day	11006	kBtu/day	1.38	t CO ₂ e/day	Remove
2024-02-01	2024-02-29	29	days	100000.0	kWh	410.0	kW	35	%	3448	kWh/day	11766	kBtu/day	1.47	t CO ₂ e/day	Remove
2024-03-01	2024-03-31	31	days	110000.0	kWh	380.0	kW	39	%	3548	kWh/day	12107	kBtu/day	1.52	t CO ₂ e/day	Remove
2024-04-01	2024-04-30	30	days	120000.0	kWh	450.0	kW	37	%	4000	kWh/day	13648	kBtu/day	1.71	t CO ₂ e/day	Remove
2024-05-01	2024-05-31	31	days	130000.0	kWh	480.0	kW	36	%	4194	kWh/day	14308	kBtu/day	1.79	t CO ₂ e/day	Remove
2024-06-01	2024-06-30	30	days	140000.0	kWh	550.0	kW	35	%	4667	kWh/day	15923	kBtu/day	2.00	t CO ₂ e/day	Remove
2024-07-01	2024-07-31	31	days	150000.0	kWh	600.0	kW	34	%	4839	kWh/day	16510	kBtu/day	2.07	t CO ₂ e/day	Remove
2024-08-01	2024-08-31	31	days	160000.0	kWh	620.0	kW	35	%	5161	kWh/day	17610	kBtu/day	2.21	t CO ₂ e/day	Remove
2024-09-01	2024-09-30	30	days	150000.0	kWh	580.0	kW	36	%	5000	kWh/day	17060	kBtu/day	2.14	t CO ₂ e/day	Remove
2024-10-01	2024-10-31	31	days	140000.0	kWh	460.0	kW	41	%	4516	kWh/day	15409	kBtu/day	1.93	t CO ₂ e/day	Remove
2024-11-01	2024-11-30	30	days	120000.0	kWh	420.0	kW	40	%	4000	kWh/day	13648	kBtu/day	1.71	t CO ₂ e/day	Remove
2024-12-01	2024-12-31	31	days	110000.0	kWh	420.0	kW	35	%	3548	kWh/day	12107	kBtu/day	1.52	t CO ₂ e/day	Remove
Average Annual Total				0	kWh	0	kW	0	%							










+ Add Electricity Meter Reading

Save/Refresh Remove All

Energy Savings Opportunities



- Please fill out
 - Building Energy Savings Opportunities - Measures
 - Building Energy Savings Opportunities - Packages
 - Revolving Loan Fund (RLF)

Energy Savings Opportunities		 
Building Energy Savings Opportunities - Measures	 	
<u>Building Energy Savings Opportunities - Packages</u>	 	
<u>Building Energy Savings Opportunities Summary</u>		
Revolving Loan Fund (RLF)	 	

Energy Savings Opportunities - Measures



Energy Savings Opportunities

Building Energy Savings Opportunities - Measures

Packages should only include measures that are affecting the same system.

Energy Savings Measures

Measure Identifier ★	System Category	Measure Category ★	Measure Name ★	Measure Description ★	Measure Status	Measure Implementation Year	Annual Energy and Cost Savings			Payback with Incentive			
							Total Annual Energy Cost Savings ★	Electricity ★	Measure Cost ★	Potential Incentives ★	Measure Life ★	Net Measure Cost	Total Annual Energy Savings
ECM1: Heat Pt	Other HVAC	Heating; Ver	Install air so	Replace existing A/C/furnaces wit	Recommen	2026	\$ 60000.	60000 kWh	\$ 65000C	\$ 24000C	18.0 years	\$ 410000	2047200. kBtu
ECM2: LED Lig	Lighting	Lighting Im	Retrofit with	Upgrade lighting to LEDs	Recommen	2026	\$ 30000.	30000 kWh	\$ 15000C	\$ 10000C	2.0 years	\$ 50000	1023600. kBtu

Save/Refresh

This website may act as a resource to estimate measure life as needed:
<https://remdb.nrel.gov/about>

Energy Savings Opportunities – Packages (1/3)



Energy Savings Opportunities

Building Energy Savings Opportunities - Measures

Building Energy Savings Opportunities - Packages

Energy Savings Packages

Package Name *	Measure Identifier *	System Category	Measure Category *	Measure Name *	Measure Description *	Measure Status	Measure Implementation Year	Annual Energy and Cost Savings				Payback with Incentive			
								Total Annual Energy Cost Savings *	Electricity *	Measure Cost *	Potential Incentives *	Measure Life *	Total Net Package Cost	Net Measure Cost	Total Annual Energy Savings

* At least 1 Energy Savings Package is required.

Add Energy Savings Package

Be sure to save changes to the table **before** adding a new package.

Package Name * HVAC & Lighting

Package Category * Potential Capital Recommendations

Energy Savings Measure * ECM1: Heat Pump

Add Energy Savings Package

Add Energy Savings Measure to Package

Be sure to save changes to the table **before** adding a new measure.

Energy Savings Package * - Select -

Energy Savings Measure * - Select -

Add Energy Savings Measure

Energy Savings Opportunities – Packages (2/3)



Energy Savings Opportunities

Building Energy Savings Opportunities

Building Energy Savings Opportunities - Measures

Building Energy Savings Opportunities - Packages

Energy Savings Packages

Package Name	Measure Identifier	System Category	Measure Category	Measure Name	Measure Description	Measure Status	Measure Implementation Year	Annual Energy and Cost Savings			Payback with Incentive			
								Total Annual Energy Cost Savings	Electricity	Measure Cost	Potential Incentives	Measure Life	Total Net Package Cost	Net Measure Cost
HVAC & Lighting	ECM1: Heat Pum	Other HVAC	Heating; Ventilati	Install air source l	Replace existing	Recommended	2026	\$ 60000.0	600000.0 kWh	\$ 650000.0	\$ 240000.0	18.0 years	\$ 410000	\$ 410000

Potential Capital Recommendations

Save/Refresh

Add Energy Savings Package

Be sure to save changes to the table before adding a new package.

Package Name *

Package Category * - Select -

Energy Savings Measure * - Select -

Add Energy Savings Package

Add Energy Savings Measure to Package

Be sure to save changes to the table before adding a new measure.

Energy Savings Package * HVAC & Lighting

Energy Savings Measure * ECM2: LED Lighting

Add Energy Savings Measure

Energy Savings Opportunities – Packages (3/3)



Energy Savings Opportunities

Building Energy Savings Opportunities

Building Energy Savings Opportunities

Building Energy Savings Opportunities

Energy Savings Opportunities

Energy Savings Opportunities

Package Name * Measure Identifier *

★ At least 1 Energy Savings Opportunity

Add Energy Savings Package

Be sure to save changes to the table before adding a new package.

Package Name * Package Category * Energy Savings Measure *

Building Energy Savings Opportunities - Measures

Building Energy Savings Opportunities - Packages

Energy Savings Packages

Package Name *	Measure Identifier *	System Category	Measure Category *	Measure Name *	Measure Description *	Measure Status	Measure Implementation Year	Annual Energy and Cost Savings				Payback with Incentive		
								Total Annual Energy Cost Savings *	Electricity *	Measure Cost *	Potential Incentives *	Measure Life *	Total Net Package Cost	Net Measure Cost
HVAC & Lighting	ECM1: Heat Pump	Other HVAC	Heating; Ventilati	Install air source	Replace existing	Recommended	2026	\$ 60000.0	600000.0 kWh	\$ 650000.0	\$ 240000.0	18.0 years	\$ 460000	\$ 410000
	ECM2: LED Light	Lighting	Lighting Improver	Retrofit with light	Upgrade lighting	Recommended	2026	\$ 30000.0	300000.0 kWh	\$ 150000.0	\$ 100000.0	2.0 years		\$ 50000

Save/Refresh

Add Energy Savings Package

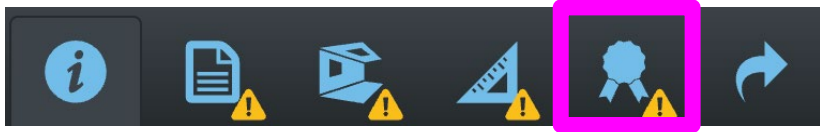
Add Energy Savings Measure to Package

Be sure to save changes to the table before adding a new measure.

Energy Savings Package * Energy Savings Measure *

Add Energy Savings Measure

Energy Savings Opportunities - RLF



- Controls to reduce or redistribute peak energy consumption
- MF buildings (left) require selection of Affidavit
- Commercial buildings (right) require Peak Energy Demand Sources.

Energy Savings Opportunities

Building Energy Savings Opportunities - Measures

Building Energy Savings Opportunities - Packages

Building Energy Savings Opportunities Summary

Revolving Loan Fund (RLF)

Note: This tool does not compare the energy consumption of the residential building of the eligible recipient to comparable residential buildings in the same geographic area, a requirement of the RLF Program for audits of multifamily (residential) buildings. To satisfy this requirement, DOE recommends [ENERGY STAR Portfolio Manager](#).

Does this audit recommend controls and management systems to reduce or redistribute peak energy consumption? Yes No

Recommended Controls and Management Systems

Does this audit recommend controls and management systems to reduce or redistribute peak energy consumption? Yes No

The recommended improvements in this audit are based on: 1) resolving health and safety issues; 2) satisfying customer needs and desires; 3) overall cost-benefit to the customer; and 4) programmatic goals. (These are the 4 criteria of the [Home Performance Assessment](#), which is a required component of an RLF audit for multifamily buildings.)

Save

Energy Savings Opportunities

Building Energy Savings Opportunities - Measures

Building Energy Savings Opportunities - Packages

Building Energy Savings Opportunities Summary

Revolving Loan Fund (RLF)

Does this audit recommend controls and management systems to reduce or redistribute peak energy consumption? Yes No

Recommended Controls and Management Systems

Peak Energy Demand Sources

Identify the sources of energy consumption that are contributing the most to that period of peak energy demand.

Save

Audit Template - Affidavit

For multifamily buildings, Audit Template requires agreement that the recommended improvements in this audit are based on:

- Resolving health & safety issues
- Satisfying customer needs and desires
- Overall cost-benefit to the customer
- [Programmatic goals](#)

City Submission



- Add attachments (e.g., Infiltration Visual Inspection, Energy Performance Scorecard)
- Submit

Submit Audit Report

Apartments R Us
123 Main Street
Guttenberg, IA 52052
Report Type: EE-RLF Template

Submission Attachments

Note: Be sure to save any changes to this form before navigating away or submitting the building. Unsaved attachments will not be uploaded.

+ Add Attachment

Save

Submission Instructions

- Review the building inputs for accuracy. Address any issues that are marked with a warning icon.
- Download an XML, CSV, or PDF report containing the building inputs entered for your records, if desired.
- Upload all relevant attachments below.
- Select the "Complete" button to mark data collection and reporting as complete and to download the final reports that can be submitted to the jurisdiction.

Additional Comments for Submission:

Note: When a building is submitted, it is locked for editing and the data is shared with the jurisdictions and/or programs that are being reported to. The shared data is then subject to the jurisdictions and/or programs' data processing agreements. You may unlock, edit, and resubmit the building as needed.

Submit Audit Report

Building Energy Audit Template

- [Audit Template website](#)
- [Audit Template Training](#)
YouTube demonstration training on EERLF template (similar to Iowa EDA template)
- [Audit Template Quick Start Guide \(EE-RLF\)](#)
Brief training guide to the EERLF template of Audit Template
- [Audit Template PDF Report Example](#)
sample report output from Audit Template

ENERGY STAR Portfolio Manager

- Created by EPA to Benchmark Buildings
- ENERGY STAR Score
 - Comparison to similar buildings
 - Normalized for weather and operating characteristics
 - A score of 50 = median performance
- Optional resource to meet “[comparison requirement](#)” for multifamily buildings
 - If ENERGY STAR is not used, IEDA must approve alternative approach.



ENERGY STAR

ENERGY STAR ([Link](#))

- Create an Account
- Or
- Login

The screenshot shows the Energy Star Portfolio Manager website. The main heading is "Benchmark Your Building With Portfolio Manager". Below this, there is a section titled "What is Benchmarking?" which explains that benchmarking is the first step to saving energy by comparing a building's energy use to similar buildings or a reference level. The page also features a sidebar with a "Commercial Buildings" menu, a "Log In" button highlighted in pink, and a "Create account" link also highlighted in pink. The footer of the page displays the number "46".

Benchmark Your Building With Portfolio Manager

What is Benchmarking?

The first step to saving energy at your building is to benchmark – that is, to measure and compare your building's energy to similar buildings, past consumption, or a reference performance level.

Benchmarking turns the information on your utility bill into knowledge you can act on.

ENERGY STAR® Portfolio Manager® –the Industry Standard for Benchmarking Commercial Buildings

Portfolio Manager is an interactive resource management tool that enables you to benchmark the energy use of any type of building, all in a secure online environment. Nearly 25% of U.S. commercial building space is already actively benchmarking in Portfolio Manager, making it the industry-leading benchmarking tool. It also serves as the national benchmarking tool in Canada.

46

ENERGY STAR Setup

- Set up a Property

Set up a Property: Let's Get Started!

Properties come in all shapes and sizes, from a leased space in a large office building, to a K-12 school with a pool, to a large building. Since there are so many choices, Portfolio Manager can walk you through getting your property up and running, start monitoring your energy usage and pursue recognition!

ACME BANK **Your Property Type**

We'll get into the details later. For now, overall, what main purpose does your property serve?

[Learn more about Property Types.](#)

Your Property's Buildings

How many physical buildings do you consider part of your property?

None: My property is part of a building (e.g., a Tenant Space)

One: My property is a single building

More than One: My property includes multiple buildings ([Campus Guidance](#))

How many?

Your Property's Construction Status

Is your property already built or are you entering this property as a construction project that has not yet been completed?

Existing: My property is built, occupied and/or being used. I will be using Portfolio Manager to track energy/water consumption and, perhaps, pursue recognition.

Design Project: My property is in the conceptual design phase (pre-construction); I will be using Portfolio Manager to evaluate the energy efficiency of the design project.

Test Property: This is not a real property. I am entering it to test features, or for other purposes such as training.

Get Started! [Cancel](#)

Set Up a Property: Basic Property Information

Tell us a little bit more about your property, including a name that you will use to look up your property and its address.

About Your Property

Name:

Country:

Street Address:

City/Municipality:

County:

State/Province:

Postal Code:

Year Built:

Gross Floor Area: Sq. Ft. Temporary Value

Gross Floor Area (GFA) is the total property floor area, measured from the principal exterior surfaces of the building(s). **Do not include parking.** [Details on what to include.](#)

Irrigated Area: Sq. Ft.

Occupancy: %

Property Photo (optional): No file chosen

Select an image file on your computer with the format type of .jpg, .jpeg, .png or .gif; photos will be resized to fit a space of 2.78 inches wide x 2 inches tall.

ENERGY STAR Property Use

- Property Use Details
- Parking Details (if applicable)

Property Use Detail	Value	Current As Of	Temporary Value
★ Gross Floor Area	* <input type="text"/> Sq. Ft. ▾	1/1/1967	<input type="checkbox"/>
★ Total Number of Residential Living Units	<input type="text"/> <input type="checkbox"/> Use a default	1/1/1967	<input type="checkbox"/>
★ Number of Residential Living Units in a Low-rise Building (1-4 stories)	<input type="text"/> <input type="checkbox"/> Use a default	1/1/1967	<input type="checkbox"/>
★ Number of Residential Living Units in a Mid-rise Building (5-9 stories)	<input type="text"/> <input type="checkbox"/> Use a default	1/1/1967	<input type="checkbox"/>
★ Number of Residential Living Units in a High-rise Building (10 or more stories)	<input type="text"/> <input type="checkbox"/> Use a default	1/1/1967	<input type="checkbox"/>
★ Number of Bedrooms	<input type="text"/> <input type="checkbox"/> Use a default	1/1/1967	<input type="checkbox"/>
Common Entrance	<input type="text"/> ▾ <input type="checkbox"/> Use a default	1/1/1967	<input type="checkbox"/>
Resident Population Type	<input type="text"/> ▾	1/1/1967	<input type="checkbox"/>
Government Subsidized Housing	<input type="text"/> ▾	1/1/1967	<input type="checkbox"/>
Number of Laundry Hookups in All Units	<input type="text"/>	1/1/1967	<input type="checkbox"/>
Number of Laundry Hookups in Common Area(s)	<input type="text"/>	1/1/1967	<input type="checkbox"/>
Percent That Can Be Heated	<input type="text"/> ▾ <input type="checkbox"/> Use a default	1/1/1967	<input type="checkbox"/>
Percent That Can Be Cooled	<input type="text"/> ▾ <input type="checkbox"/> Use a default	1/1/1967	<input type="checkbox"/>

This Use Detail is used to calculate the 1-100 ENERGY STAR Score and Water Score.

Property Use Detail	Value	Current As Of	Temporary Value
Open Parking Lot Size	* <input type="text"/> Sq. Ft. ▾	1/1/1967	<input type="checkbox"/>
Partially Enclosed Parking Garage Size	* <input type="text"/> Sq. Ft. ▾	1/1/1967	<input type="checkbox"/>
Completely Enclosed Parking Garage	* <input type="text"/> Sq. Ft. ▾	1/1/1967	<input type="checkbox"/>
Supplemental Heating	<input type="text"/> ▾ <input type="checkbox"/> Use a default	1/1/1967	<input type="checkbox"/>

ENERGY STAR Meter Data

- Add meter(s)
- Enter meter data for **all** fuels
- Meter data is needed for the entire building
 - Base building
 - Tenant spaces
- 12 consecutive months of energy data
 - Base building and tenant spaces
 - Energy
 - kWh, Therms, MMBTU, etc.
 - Costs (\$)
 - Demand
 - kW
 - Cost (\$)

Manage Bills (Meter Entries) for [Apartments R Us](#)

Meter Selection:

▶ Basic Meter Information (**click on the arrow to the left to expand this section)

▼ Monthly Entries

Display Year(s):

	Start Date	End Date	Usage kWh (thousand Watt-hours)	Total Cost (\$)	Estimation	Demand (kW)	Demand Cost (\$)	Last Updated
<input type="checkbox"/>	1/1/2024	1/31/2024	100,000	10,000	<input checked="" type="checkbox"/>	400	1,600	10/20/2025 claytonschroedk
<input type="checkbox"/>	2/1/2024	2/29/2024	100,000	10,000	<input checked="" type="checkbox"/>	410	1,640	10/20/2025 claytonschroedk
<input type="checkbox"/>	3/1/2024	3/31/2024	110,000	11,000	<input checked="" type="checkbox"/>	380	1,520	10/20/2025 claytonschroedk
<input type="checkbox"/>	4/1/2024	4/30/2024	120,000	12,000	<input checked="" type="checkbox"/>	450	1,800	10/20/2025 claytonschroedk
<input type="checkbox"/>	5/1/2024	5/31/2024	130,000	13,000	<input checked="" type="checkbox"/>	480	1,920	10/20/2025 claytonschroedk
<input type="checkbox"/>	6/1/2024	6/30/2024	140,000	14,000	<input checked="" type="checkbox"/>	550	2,200	10/20/2025 claytonschroedk
<input type="checkbox"/>	7/1/2024	7/31/2024	150,000	15,000	<input checked="" type="checkbox"/>	600	2,400	10/20/2025 claytonschroedk
<input type="checkbox"/>	8/1/2024	8/31/2024	160,000	16,000	<input checked="" type="checkbox"/>	620	2,480	10/20/2025 claytonschroedk
<input type="checkbox"/>	9/1/2024	9/30/2024	150,000	15,000	<input checked="" type="checkbox"/>	580	2,320	10/20/2025 claytonschroedk
<input type="checkbox"/>	10/1/2024	10/31/2024	140,000	14,000	<input checked="" type="checkbox"/>	460	1,840	10/20/2025 claytonschroedk
<input type="checkbox"/>	11/1/2024	11/30/2024	120,000	12,000	<input checked="" type="checkbox"/>	420	1,680	10/20/2025 claytonschroedk
<input type="checkbox"/>	12/1/2024	12/31/2024	110,000	11,000	<input checked="" type="checkbox"/>	420	1,680	10/20/2025 claytonschroedk

49

ENERGY STAR Sample Score

- Summary / ENERGY STAR Score

The screenshot shows the ENERGY STAR Portfolio Manager interface for a property named 'Apartments R Us'. The interface includes a navigation menu with 'MyPortfolio', 'Sharing', 'Reporting', and 'Recognition'. The property details section shows the address '123 Main Street, Guttenberg, IA 52052', Portfolio Manager Property ID '72599093', and 'Year Built: 1987'. A 'Change Metric' link is present. The ENERGY STAR Score (1-100) is displayed as 'Current Score: 35' and 'Baseline Score: 35'. A 'Metrics Summary' table is shown below, comparing 'Dec 2024 (Energy Baseline)' and 'Dec 2024 (Energy Current)' values for various metrics. A 'Source EUI Trend' chart is also visible, showing a single data point for 2024 at approximately 118.8 kBTu/ft².

ENERGY STAR Portfolio Manager

Welcome claytonschroeder: [Account](#) | [Notifications](#) | [ENERGY STAR](#) | [Contacts](#) | [Help](#) | [Sign Out](#)
[Settings](#) | [Notifications](#)

MyPortfolio | [Sharing](#) | [Reporting](#) | [Recognition](#)

Apartments R Us

123 Main Street, Guttenberg, IA 52052 | [Map It](#)
 Portfolio Manager Property ID: 72599093
 Year Built: 1987 | [Edit](#)

[Apply for Recognition](#)
 Not currently eligible for ENERGY STAR certification.
 Not currently eligible for NextGen Certification

ENERGY STAR Score (1-100)
Current Score: 35
Baseline Score: 35

[Change Metric](#)

Summary | [Details](#) | [Energy](#) | [Emissions](#) | [Water](#) | [Waste & Materials](#) | [Goals](#) | [Design](#)

Source EUI Trend (kBTu/ft²)
[Change Metric](#)

Chart current as of 10/19/2025 11:00 PM CDT | [Refresh Chart](#)

Metrics Summary
[Change Metrics](#)
[Change Time Periods](#)

Metric	Dec 2024 (Energy Baseline)	Dec 2024 (Energy Current)	Change
ENERGY STAR Score (1-100)	35	35	0.00 (0.00%)
Source EUI (kBTu/ft²)	118.8	118.8	0.00 (0.00%)
Site EUI (kBTu/ft²)	42.4	42.4	0.00 (0.00%)
Energy Cost (\$)	153,000.00	153,000.00	0.00 (0.00%)
Total (Location-Based) GHG Emissions Intensity (kgCO ₂ e/ft²)	5.23	5.23	0.00 (0.00%)
Water Use (All Water Sources) (kgal)	Not Available	Not Available	N/A
Total Waste (Disposed and Diverted) (Tons)	Not Available	Not Available	N/A

ENERGY STAR Data Requirements

- Required data fields for multifamily properties





Data Collected for All Properties

- Property Name
- Property Address
- Total [Gross Floor Area](#) of Property
- [Irrigated Area](#)
- [Year Built/Planned for Construction Completion](#)
- [Occupancy](#)
- Number of Buildings
- 12 consecutive months of energy data

Additional Data Collected for [Multifamily Housing](#)

The following information is required to get an ENERGY STAR Score ([if eligible](#)):

- [Gross Floor Area](#)
- [Total Number of Residential Living Units](#)
- [Number of Residential Living Units in a Low-rise Building \(1-4 stories\)](#)
- [Number of Residential Living Units in a Mid-rise Building \(5-9 stories\)](#)
- [Number of Residential Living Units in a High-rise Building \(10 or more stories\)](#)
- [Number of Bedrooms](#)

Property Use Detail	Value	Current As Of	Temporary Value
Open Parking Lot Size	* <input type="text"/> Sq. Ft. ▾	1/1/1967 	<input type="checkbox"/>
Partially Enclosed Parking Garage Size	* <input type="text"/> Sq. Ft. ▾	1/1/1967 	<input type="checkbox"/>
Completely Enclosed Parking Garage	* <input type="text"/> Sq. Ft. ▾	1/1/1967 	<input type="checkbox"/>
Supplemental Heating	<input type="text"/> <input type="checkbox"/> Use a default	1/1/1967 	<input type="checkbox"/>

ENERGY STAR – Whole Building Data Availability

To obtain a valid ENERGY STAR score, it is necessary to include energy data for the entire property, including all tenant and common areas. If whole building energy data is not available from the utility, two options are available to meet the comparison requirement. Work with the building owner to determine the best path for the property.

1. Estimate your whole-building energy.

Estimate your whole-building energy consumption using measured data from a sample of the individual units. As a general rule, the more you can measure, the better. Any time you enter an estimated meter bill you must indicate so by checking the Estimation box on the Meter Entry page. See sampling guidance and tenant usage estimation tool on [slide 58](#).

2. Benchmark the energy you can measure.

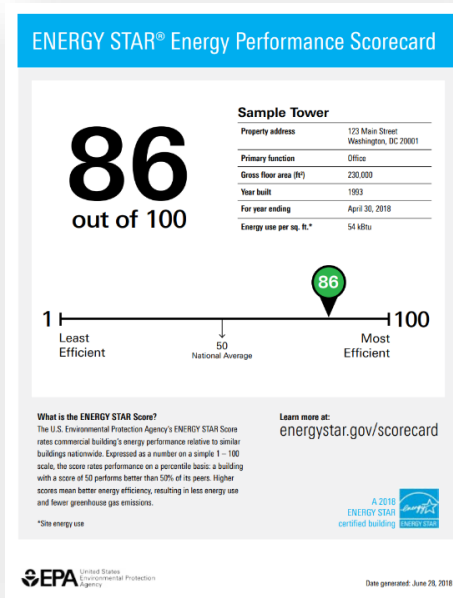
If only partial energy use is available (ex: only common areas), this area can still be benchmarked. Although there is not an accurate ENERGY STAR score for benchmarking a subset of a property, it can still be measured to track improvement over time.

From the Energy Tab in Portfolio Manager, click the Change Meter Selections link. This will allow you to indicate what portions of energy you are tracking (e.g. common areas only).

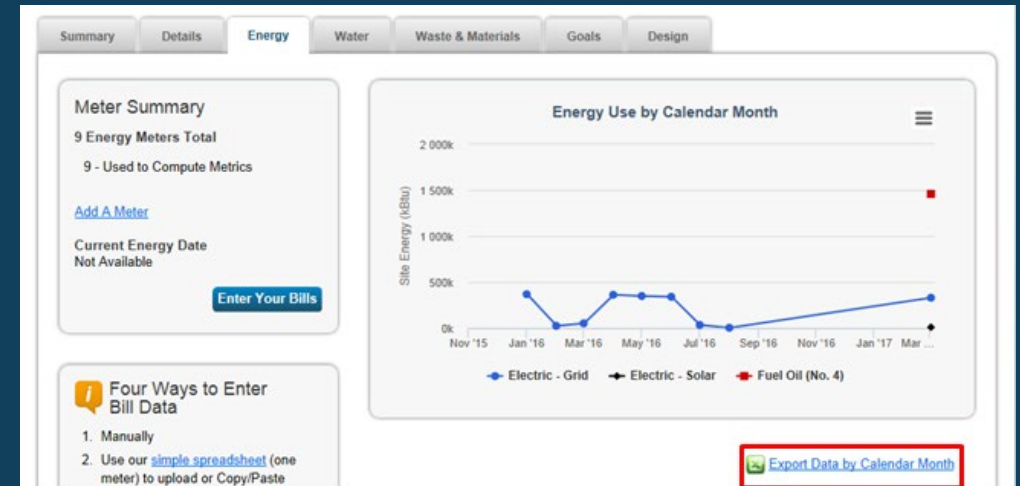
See [how to track partial energy usage](#). ENERGY STAR recommends you enter the total Gross Floor Area for the property, and as many of the Property Use Details that you have, regardless of whether you have the energy bill data for those areas within the property.

ENERGY STAR Outputs

Download the Performance Scorecard (example below) to attach to the report in Audit Template



Download an 'Energy Use By Calendar Month' spreadsheet. This will allow you to import utility data directly to Audit Template.



ENERGY STAR Resources

ENERGY STAR Trainings Website ([demo videos](#))

- [How to Set up a Property in Portfolio Manager](#)
- [How to Set up Energy, Water, and Waste Meters in Portfolio Manager](#)

How-to Guides

- [Quick Start Guide](#)
- [How to Set up Your Property](#)
- [How to Get Utility Data into Portfolio Manager](#)
 - [How to Use Web Services](#)
- [Importing Energy Use Data from Portfolio Manager](#)

FAQs

[Return to Table of Contents](#)

FAQs – All building types

Can I use my preferred software to generate an audit report?

- Multifamily: Currently, the only approved software to meet the requirement for Provide the “Annual Energy & Costs Savings” and “Payback with Incentives” outputs is the DOE’s Audit Template tool. If you are interested in seeking approval for another software, email IEDA with the request and a sample report. Expect several weeks for review.
- Commercial: The audit software used must utilize BuildingSync. In addition to Audit Template, commercial energy audit software tools using BuildingSync include ASHRAE, Audette, BrightPower, Buldee, AECOM, PSD, Maalka, Brand New Box, & others. Please refer to <https://buildingdata.energy.gov/#/building-sync/collaborators>.

I completed an audit for a client before this program launched. Is my audit eligible to be submitted for a loan application?

- If the audit is <5 years old, the collected data may still be relevant, but some information may have to be entered into Audit Template. Please reach out to IEDA to confirm the simplest path to meeting audit requirements.

FAQs – Multifamily Specific

I am auditing a multifamily building that is <4 stories. What tool should I use?

- Please utility Audit Template. Note any issues to IEDA.

I have a system to create a comparison of a building's energy use to other similar buildings. Can I use it instead of ENERGY STAR?

- DOE does not require use of ENERGY STAR portfolio manager to meet this requirement. However, we recommend reaching out to IEDA to confirm your comparison will be accepted by the program.

FAQs: Multifamily Sampling Guidance

Sampling guidance is provided for Infiltration Visual Inspections and tenant space data collection (e.g., HVAC, lighting).

If tenant sampling is not feasible, auditors may use the [tenant energy calculator](#) available as a resource on the ESL Program Webpage to estimate the approximate energy use by tenants on a per apartment basis.

The data is based upon [2020 RECS data](#).

Population Size # of Units	Sample Size	Sampling Examples			
10	1				
20	2				
30	2				
40	3				
50	3				
60	4				
70	4				
80	4				
90	5				
100	5				
		40-unit buiding			
		(20) 1-bedroom	(20) 2-bedroom	Total # of Samples	
		2	2	4	
		70-unit buiding			
		(40) 1-bedroom	(20) 2-bedroom	Total # of Samples	
		3	2	5	
		70-unit buiding			
		(70) 1-bedroom		Total # of Samples	
		4		4	
		100-unit buiding			
		(48) studios	(28) 1-bedroom	(24) 2-bedroom	Total # of Samples
		3	2	2	7

Contact Information

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Interested in working with IEDA program participants?

Submit this short form to be included on a list of interested auditors that IEDA may share with building owners as a resource. Listing does not constitute an endorsement.

[Auditor Interest Form: Fill out form](#)



THANK YOU