

SMALL BUSINESS ENERGY AUDIT PROGRAM APPLICATION

Funded by the Energy Efficiency Revolving Loan Fund



Email the completed application to molly.kiick@iowaeda.com.

SECTION 1: APPLICANT INFORMATION

Project Title:

Applicant Entity Legal Name:

Applicant Entity Primary Address:

Telephone Number:

Email Address:

Project Contact:

Title of Project Contact:

Website:

Unique Entity Identifier:

Federal Entity Identification Number/Tax Identification Number:

Brief description of the applicant's organization (e.g., manufacturing, grocer, child care, etc.):

SECTION 2: PROPERTY DETAILS

This section must be completed individually for every property requesting an audit.

Property Name:

Property Address:

Property Owner:

Building Owner(s):

Property Management Company:

What is the total number of employees employed by the applicant's business, nonprofit or public entity?

Does the applicant conduct a majority of its business in Iowa?

Has a qualifying audit been completed on the property in the past five years? Yes No

Is the property registered as a historic site? Yes No

Is the property publicly owned or located on public land? Yes No

If the applicant is not the sole property manager, property owner and building owner, have all other entities with an ownership interest in the property (excluding renters/tenants) provided permission to complete an audit?

N/A

Yes

No — If no, explain below:

What is the scope of the proposed property audit?

What is the approximate square footage of the proposed building(s) receiving audit(s)?

Is the audit property-wide or a subset of buildings? If limited, identify the affected buildings or areas.

SECTION 3: PROJECT DETAILS

Does the project intend to utilize or purchase equipment that is not commercially available? Yes No
 If yes, please explain:

What software will be utilized to generate the final audit report?

Audit Template
Other software
Not sure

If other software, please list:

Is the applicant willing to comply with Title 2 of the Code of Federal Regulations, Part 200? Yes No
 If no, please explain:

Is the applicant willing to conform to all applicable state, local and federal laws and regulations? Yes No
 If no, please explain:

Is the applicant committed to reporting on the metrics described below, as applicable? Yes No

Metrics include:

- Number of investment grade audits performed
- Square footage of buildings/facilities audited
- Auditor’s projection of energy savings
- Number of projects started based on audits

If no, please explain:

Fill in the blanks below regarding details about the funding request and match.

IOWA ENERGY OFFICE REQUEST:

Amount:

% Contribution:

APPLICANT CONTRIBUTION:

Amount:

% Contribution:

Applicant contribution must be greater than or equal to 50% at the time of application. Upon beginning implementation of an audit recommendation, this amount may be reimbursed.

SECTION 4: PROJECT BUDGET

ANTICIPATED EXPENDITURES:**AMOUNT:****TOTAL PROJECT EXPENDITURES:****TOTAL FUNDING REQUEST:**

SECTION 5: TIMELINE

Audit expenditures must be incurred by July 30, 2029.

Is the project able to be completed by that date? Yes No

Please provide an estimated completion date (or range of dates) for the following activities:

Audit completion:

Receipt of audit results:

Energy-efficiency upgrade cost estimates:

Efficiency upgrades chosen:

Project completion:

SECTION 6: CERTIFICATION AND RELEASE OF INFORMATION, SIGNATURE OF LEGALLY AUTHORIZED REPRESENTATIVE

For the purposes of the following questions, "principals" includes any current or prospective officer, director or owner.

Has the applicant entity or any principal been debarred by the federal government? Yes No

If yes, explain the circumstances of the debarment:

Is the applicant entity or principal currently delinquent in the payment of state or local taxes or otherwise in substantial noncompliance with Iowa tax law? Yes No

If yes, provide the date and amount of the delinquency:

In the last five years:

Are there any judgments or court actions — including small claims, currently pending or completed — against the applicant entity or any principal? Yes No

If yes, provide the date and a description of each judgment or court action:

Has any principal been accused or convicted of any wrongdoing or felony? Yes No
 If yes, provide the date and a description of each charge or conviction:

Have there been, or are there currently, any investigations of potential violations of public health, safety (including workplace safety) or environmental laws by the applicant entity or any principal? Yes No
 If yes, provide the date and a description of each investigation or violation:

Have there been, or are there currently, any violations of ordinances, permitting requirements or other applicable policies of a city or county by the entity or any principal? Yes No
 If yes, provide the date and a description of each violation:

Has the entity or any principal entered a settlement with the Iowa Office of Civil Rights or similar state or federal enforcement agency or had a finding of probable cause related to violation of civil rights? Yes No

This should include, but not be limited to, violations of the Civil Rights Act of 1964, the Age Discrimination in Employment Act of 1967, the Americans with Disabilities Act Amendments Act of 2008, and the Fair Housing Act and regulations.

If yes, provide the date and a description of each violation:

Is the applicant aware of any conflicts of interest that exist with any Iowa Energy Office members? Yes No
For a definition of conflict of interest, see Iowa Code chapter 469(8).

If yes, list the Iowa Energy Office member(s) in which you believe a conflict exists, and what you believe is the nature of the conflict:

For-profit applicants only:

Have there been any current or past bankruptcies on the part of the applicant entity (or predecessor entities), or on the part of any principal or in any business dealings of any principals of the applicant entity? Has the applicant entity ever been subject to foreclosure? Yes No

If yes, provide the date and a description of the outcome of any bankruptcy or foreclosure:

In the last five years, have there been, or are there currently any, violations of antitrust laws by the applicant entity or any principal? Yes No

If yes, please provide the date and a description of each violation:

All applicants must complete the following certification:

The undersigned representative of the applicant gives permission to the Iowa Economic Development Authority (IEDA) to research the applicant, make credit checks, contact the applicant's financial institutions and insurance carriers, and perform other related activities necessary for reasonable evaluation of this application.

The undersigned authorizes the Iowa Department of Revenue (IDR) to provide to IEDA state tax information pertinent to the applicant's standing with IDR, including but not limited to information related to state income tax, sales and use tax, state withholding and state tax credits claimed. The undersigned representative of the applicant further authorizes IDR to access tax incentive information pertinent to the responsibilities of IDR, including but not limited to information IDR is required to report to the Iowa General Assembly and information required to process tax incentive claims. The undersigned authorizes other state entities to provide IEDA information pertinent to the application and standing, including but not limited to the Iowa Department of Natural Resources, the Iowa Department of Public Safety, the Iowa Office of the Attorney General and Iowa Workforce Development.

I understand that all information submitted to IEDA related to this application is subject to Iowa's open-records law (Iowa Code chapter 22). Information contained in this application will be available for public inspection unless confidential treatment is requested, and concurrently redacted documents are provided to the office for public evaluation.

I understand this application is not an award or promise of financial assistance and that appropriation of money is subject to the actual receipt of monies by the Iowa Energy Office. I understand this application is subject to approval by IEDA. Furthermore, I am aware that financial assistance will not be disbursed until a contract has been executed by the principal officer of the applicant and the director of IEDA and all terms, conditions and requirements of this program and the contract have been satisfied. I understand that eligible uses of the funds awarded may be limited, at the Iowa Energy Office's discretion.

I understand that IEDA reserves the right to negotiate financial assistance terms and may request additional information at any time. The Iowa Energy Office may obtain a third-party technical, scientific or financial review of a proposal, which may wholly or partially come at the applicant's expense. Technical reviews provided by the applicant do not guarantee funding.

I hereby certify that all representations, warranties or statements made or furnished to IEDA in connection with this application are true and correct in all material respect. I understand that it is a criminal violation under Iowa law to engage in deception and knowingly make, or cause to be made, directly or indirectly, a false statement in writing for the purpose of procuring economic development assistance from a state agency or subdivision.

For the applicant:

Signature

Date

Name

Title

IEDA will not provide assistance in situations where it is determined that any representation, warranty or statement made in connection with this application is incorrect, false, misleading or erroneous in any material respect. If assistance has already been provided prior to discovery of the incorrect, false or misleading representation, IEDA may initiate legal action to recover incentives and assistance awarded to the applicant.

OFFICE USE ONLY

Application Requirements:

- Application is complete and submitted to program manager by the applicable deadline;
- Applicant is eligible for the program;
- Applicant demonstrates willingness to comply with Title 2 of the Code of Federal Regulations, Part 200;
- Applicant certifies willingness to conform to all applicable state, local and federal laws and regulations;
- Applicant commits to reporting on all applicable metrics listed in the Reporting section of the Policies and Procedures document;
- 50% cost share is secured;
- Funding request meets eligible project and eligible cost requirements; and
- Project will be completed by July 30, 2029. Project completion is defined in the Timeline section of the Policies and Procedures document.