

STEPS TO PARTICIPATION

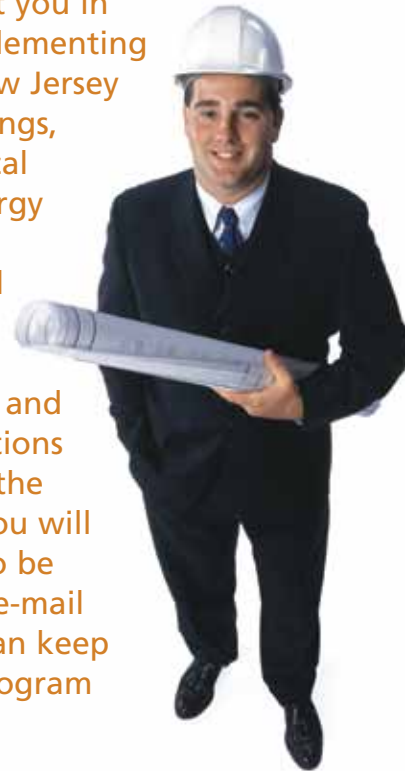
1. Complete and submit the following:
 - Registration Form
 - Facility Data Form
 - Request for Proposal
 - Include one of the following documents:
 - Resolution from local governing body
 - Tax exemption letter for 501(c)(3)
2. Evaluate the proposals you receive and submit a firm selection form with the associated documents. **After receiving approval**, execute a contract with the firm you selected, have the audit performed and submit the report.
3. After you receive approval of the final energy audit report, submit your:
 - Incentive Request Form
 - Final Energy Audit Report
 - Energy Audit Invoiceand we will process your incentive payment.

Energy efficiency improvements identified by the audit may qualify for additional incentives from *New Jersey's Clean Energy Program*. These incentives will help to offset capital costs associated with the upgrades.

For detailed information on the steps to participate, please visit NJCleanEnergy.com/LGEA.

QUESTIONS? WE'RE HERE TO HELP!

Program representatives are available to assist you in exploring or implementing any aspect of New Jersey SmartStart Buildings, including the Local Government Energy Audit. Please call or send an e-mail if you have any questions. Complete details and program applications are available on the website where you will also find a link to be included on our e-mail list so that you can keep up-to-date on program developments.



For additional information:
Visit NJCleanEnergy.com/LGEA
E-mail LGEA@NJCleanEnergy.com
Call 866-NJSMART



New Jersey's Clean Energy Program is a statewide program administered by the New Jersey Board of Public Utilities that promotes energy efficiency and renewable energy for all New Jersey ratepayers, including residences, businesses, schools, and municipalities. For more information on incentives for clean energy and energy-efficient technologies for your home or business, please visit: NJCleanEnergy.com.

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LOCAL GOVERNMENT ENERGY AUDIT



SAVE Now – SAVE Later

For Local Government,
State Colleges and Universities,
and Non-profit Agencies

LOCAL GOVERNMENT ENERGY AUDIT

LEAD BY EXAMPLE

All across New Jersey, residents and business owners are looking for ways to save energy and the environment. Now local governments, as well as state colleges and state universities and certain non-profit agencies, can take a leadership role by obtaining a Local Government Energy Audit as part of *New Jersey's Clean Energy Program*™.

We'll help you identify cost-justified energy efficiency measures and, with a commitment to implement a specified degree of recommended measures, we'll subsidize the complete cost of the audit.

ELIGIBILITY

The Local Government Energy Audit is available for:

- NJ Local Governments
- NJ State Colleges and NJ State Universities
- 501(c)(3) Non-Profit Agencies

Covering a wide range of building types, including:

- Offices
- Town Halls
- Police Stations
- Fire Stations
- Courtrooms
- Schools
- Community Centers



INCENTIVES COVER 100% OF THE COST

Participants will select from a list of prequalified auditing firms who follow the strict parameters of *New Jersey's Clean Energy Program* to analyze your buildings and prepare the audit report. The program will subsidize 100% of the audit cost, subject to a \$100,000 incentive cap per fiscal year.

When your audit is complete, you'll have a list of recommended, cost-effective energy efficiency measures and facility upgrades that will reduce operating expenses and, in many cases, improve the health and productivity of the buildings' occupants. Many of the recommended measures are eligible for additional incentives through NJ SmartStart Buildings.

After the audit report is approved, you'll have a clear guide to upgrading your buildings to be energy-efficient, leveraging other initiatives from *New Jersey's Clean Energy Program* for incentives, and saving you money!



GETTING STARTED

Participants must submit Registration and Facility Data Forms, which are available in the Guidelines to the Local Government Energy Audit, found at NJCleanEnergy.com/LGEA.

The guidelines package also includes a request for proposal template, sample resolutions for school districts, and contact information for the pre-qualified auditing firms.

In comparison to typical public bidding, school districts are able to streamline their process by requiring proposals within ten business days. When the bidding is complete, use our sample template to submit a single governing body resolution that covers the program application and the contract award.

