



2012 Local Government Energy Audit Program Registration Form

The Local Government Energy Audit Program provides funds to subsidize the cost of an energy audit and encourage the implementation of the recommendations in the energy audit report.

The first step to enrolling in the Local Government Energy Audit Program is to submit this form, the Facility Data Form, and one of the following, whichever is applicable:

- A. A copy of a resolution passed by your local governing body.
- B. A copy of a tax exemption letter from the Internal Revenue Service indicating that your company is exempt from Federal income tax under section 501(c)(3).

Next, you should develop your RFP. You should receive confirmation and approval from the Program Manager before contacting any of the pre-qualified energy auditing firms.

Application Eligibility Checklist (the applying entity must check one of the following to be eligible)

- A local government under the Local Public Contracts Laws
- A local government under the Public School Contracts Law
- A county college under the County College Contracts Law
- A New Jersey State College or University
- A nonprofit charitable organization exempt from taxation under Section 501 (c)(3) of the Internal Revenue Code

AND, must be able to assert the following:

- This applying entity has not already met the program cap of \$100,000 this calendar year through the LGEA Program for eligible buildings.

The applying entity has previously applied and been approved for the LGEA Program:

- Yes (if this box is checked, please provide a list of the application numbers for previously approved applications, or a copy of the approval letters.)
- No

Contact Information (please complete the info below for the primary contact for this application)

Applying Entity		Tax ID		
Primary Contact Name		Title		
Address		City	County	State Zip
Phone ()	Fax ()		E-mail	

Prioritization Criteria

The program is designed to be a first-come, first-served program in terms of the budget, which means applications that are reviewed and complete will be funded on a rolling basis while designated funds last. However, if there are more applications seeking funds than there are remaining funds, the following criteria will be used to prioritize the applications.

Does this applying entity meet the following prioritization criteria:

- a. The local government agency (if a municipality) has completed the registration process with Sustainable Jersey, and the governing body of the local government agency has passed a resolution stating their intent to seek "certification" according to the Sustainable Jersey criteria.

- b. The agency is actively participating in a state, national or other sustainability certification or implementation program that has rigorous and verified criteria for establishing what can be done to be sustainable. This includes actions and strategies addressing issues such as sustainable community creation, energy efficiency, greenhouse gas reduction, sustainable/green design, and/or high performance buildings.

- Yes, this entity does meet one or more of these criteria.
- No, this entity does NOT meet one or more of these criteria.

Acceptance into the Program is dependent on approval of the Scope of Work and cost proposal. Acceptance into the Program does not guarantee approval of the energy audit report. The Applicant must meet all Program rules to receive incentive funds from the Program. Neither the Commercial/Industrial Program Manager nor the Administrator is responsible for work performed by third parties.

Application Authorization

Authorization section should be signed by the Mayor, Business Administrator, Executive Director, or some comparable decision-maker at the applying entity.

I have read the Program Guidelines and understand the Program rules and procedures. I will not hold the Administrator or Program Manager responsible for work performed by a third party

Applicant Representative Signature

Application Representative Printed Name

Applicant Representative Title

Date Submitted

Please mail, fax, or e-mail your completed application to:
New Jersey's Clean Energy Program c/o TRC Energy Services
900 Route 9 North, Suite 404 • Woodbridge, NJ 07095
Phone: 866-657-6278 • Fax: 732-855-0422 • E-mail: LGEA@trcsolutions.com
For further questions, please call 866-657-6278 x4 or visit our website at NJCleanEnergy.com/LGEA

Staff Use Only: Date Received: _____

Project No. _____